

Where are **you** going?

The word 'you' is rendered in a very large, bold, black sans-serif font. The letter 'o' is replaced by a circular graphic featuring a green-tinted eye. The eye is looking directly forward, with a green iris and a black pupil. The background of the eye graphic is a light green with some faint, illegible text visible through it.

2006–08

A guide to careers and education in Washington State

W H E R E

Whether you're a student making your first career choice or an adult making a job change, your education and training exploration just got easier! Check out the 16 career clusters listed below.

agriculture, food & natural resources
architecture & construction
arts, a/v technology & communications
business, management & administration
education & training
finance
government & public administration
health science
hospitality & tourism
human services
information technology
law, public safety, corrections & security
manufacturing
marketing, sales & service
science, technology, engineering & mathematics
transportation, distribution & logistics

do you fit?



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Welcome to

Where are you going?

*The 2006-08 guide to careers and occupations in
Washington State*

Where are you going? provides a step-by-step process for making career choices—whether you're a student selecting your first career or an adult making a career transition.

This book will help you assess your interests and abilities. It will match your interests to one or more occupations within the 16 broad occupational categories known as Career Clusters. You'll examine employment data, salaries, and training requirements.

Once you've matched who you are with what you want to do, *Where are you going?* outlines where you can get the appropriate training to prepare you for work. It includes information about how to expand your career search on the Internet, how to apply for a job, and where to go if you need special services.

The 2006-08 guide has a new look. Its larger format can be 3-hole punched and easily inserted into a student portfolio or binder. As with previous editions, many of the changes you will experience have been made following your suggestions from previous editions.

This edition will serve our clients for the next two years. Our decision to make this change followed considerable discussion on economics and technology. More and more of our state's occupations require the job seeker to have computer skills. How better to refine or update those skills than to conduct your career research using the computer! During the next two years we will continue to examine the issue of printing a paper version or providing a resource guide to help you conduct your career exploration using the Internet.

Thank you for taking time to let us know how we can improvement the information you are seeking. A comment card has been inserted for your convenience.

We hope you use this booklet to discover where you are going!

Workforce Training and Education Coordinating Board
Staff

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Section I - Career Search

Assessing Interests & Abilities

What Do I Want to Do With the Rest of My Life?

If you are choosing a career or beginning a job search, you've most likely asked yourself, "What do I want to do with the rest of my life?" You have probably found that there are no easy answers to that question. First, there are so many types of jobs; how do you know which careers and jobs are out there for you? Second, you must pick a career that is "right" for you. You don't want to find yourself doing a job you don't like.

Know Yourself

Self-assessment is a process of gathering information about yourself. Recognizing your goals, abilities, interests, skills, experience, and education will help you find the right direction. Satisfaction and success on the job will greatly depend on how well your skills and abilities match the job.

Everyone possesses hundreds of skills, whether or not they use them everyday. Almost everything you do requires some abilities, whether at home, on the job, or even during leisure time. Although we rarely think about the skills we have, how we use them, or which ones we enjoy the most, all are important to how we plan our careers.

Write a list of your skills and abilities so you know what you have to offer an employer. You may want to begin by asking a few simple questions.

- **Interests**—Do you like to work with people, numbers, or objects? Do you like directing or organizing? Are you scientific or technical? Do you like detail work?
- **Aptitudes** (*physical and mental skills*)—Do you have good verbal skills, spatial perception, or manual dexterity? What are your special talents or aptitudes?
- **Temperament**—Do you like to work under stress? Do you like to do a variety of things or specialize in one process?
- **Education**—What school subjects do you enjoy? Have you had responsibilities in any clubs or organizations? What jobs have you held in the past? What did you like or dislike about each? What equipment can you operate? Have you ever done any volunteer work?
- **Working Conditions**—Could you work in a noisy atmosphere? Could you work in a job where risk of injury is possible? Do you prefer to sit or stand? Do you prefer working indoors or outdoors? Which physical or mental skills of a job would you be able to handle?
- **Pay & Work Hours**—How much money would you like to earn? Are you willing to travel? Are you willing to work various shifts? Are you willing to work weekends, nights, or overtime?

A Note of Caution

The following exercises and charts can be helpful in organizing occupational information, but are intended only as general exploratory tools.

A. List five activities you like to do.

1. _____
2. _____
3. _____
4. _____
5. _____

B. What are your hobbies and special interests?

1. _____
2. _____
3. _____
4. _____
5. _____

C. List jobs related to your hobbies or interests.

1. _____
2. _____
3. _____
4. _____
5. _____

D. Are you changing your choice of work? Why?

E. If you are employed, what don't you like about your present job?

Section I - Career Search

Assessing Interests & Abilities (cont.)

- F. List five jobs that you can see yourself doing now or in the future.
- 1. _____
 - 2. _____
 - 3. _____
 - 4. _____
 - 5. _____

- G. Are you limited in any way by your current status or condition, such as a disability or lack of transportation? What are some ways to overcome these?
- _____
- _____
- _____

EXERCISE 2: EDUCATION

List all of the schools you have attended, dates, courses of study, and degrees received. If you have not completed your education, write your educational plans and describe how you will finance continued education or training.

| Training or Education | Dates | Degrees |
|--|-------|---------|
| 1. High school or GED _____ For what jobs has this training prepared you? _____ _____ | | |
| 2. Community or technical college _____ For what jobs has this training prepared you? _____ _____ | | |
| 3. University _____ For what jobs has this training prepared you? _____ _____ | | |
| 4. Private career school _____ For what jobs has this training prepared you? _____ _____ | | |

EXERCISE 3: WORK EXPERIENCE

Make a work sheet like this for each of the jobs you have held, including part-time or volunteer work.

Employer's name _____

Employer's address _____

Supervisor's name _____

Dates worked from _____ to _____

Reason you left this job _____

Equipment/machines/vehicles you operated _____

Title of job held _____

Tasks you performed

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Now, prioritize each task (high, medium, low, etc.) to determine how satisfying the job was to do. Would you like another job like this one?

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Section I - Career Search

Assessing Interests & Abilities (cont.)

Directions: Circle the items in each box that best describe you. You may make as many or as few circles in each box as you choose. Add up the number of circles in each box. Look to see which three boxes have the highest numbers. Find the corresponding Career Clusters on the pages immediately following this survey to see which Career Clusters you may want to explore.

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 1 |
|---|--|--|-------------------------------|
| 1. Learn how things grow and stay alive. 2. Make the best use of the earth's natural resources. 3. Hunt and/or fish. 4. Protect the environment. 5. Be outdoors in all kinds of weather. 6. Plan, budget, and keep records. 7. Operate machines and keep them in good repair. | 1. Self-reliant 2. Nature lover 3. Physically active 4. Planner 5. Creative problem solver | 1. Math 2. Life Sciences 3. Earth Sciences 4. Chemistry 5. Agriculture | <div></div> |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 2 |
|--|--|--|-------------------------------|
| 1. Read and follow blueprints and/or instructions. 2. Picture in my mind what a finished product looks like. 3. Work with my hands. 4. Perform work that requires precise results. 5. Solve technical problems. 6. Visit and learn from beautiful, historic, or interesting buildings. 7. Follow logical, step-by-step procedures. | 1. Curious 2. Good at following directions 3. Pay attention to detail 4. Good at visualizing possibilities 5. Patient and persistent | 1. Math 2. Drafting 3. Physical Sciences 4. Construction Trades 5. Electrical Trades/Heat, Air Conditioning and Refrigeration/Technology Education | <div></div> |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 3 |
|---|---|---|-------------------------------|
| 1. Use my imagination to communicate new information to others. 2. Perform in front of others. 3. Read and write. 4. Play a musical instrument. 5. Perform creative, artistic activities. 6. Use video and recording technology. 7. Design brochures and posters. | 1. Creative and imaginative 2. Good communicator, good vocabulary 3. Curious about new technology 4. Relate well to feelings and thoughts of others 5. Determined/tenacious | 1. Art/Graphic design 2. Music 3. Speech and Drama 4. Journalism/Literature 5. Audiovisual Technologies | <div></div> |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 4 |
|--|--|--|-------------------------------|
| 1. Perform routine, organized activities but can be flexible. 2. Work with numbers and detailed information. 3. Be the leader in a group. 4. Make business contact with people. 5. Work with computer program. 6. Create reports and communicate ideas. 7. Plan my work and follow instructions without close supervision. | 1. Organized 2. Practical and logical 3. Patient 4. Tactful 5. Responsible | 1. Computer Applications/Business and Information Technology 2. Accounting 3. Math 4. English 5. Economics | <div></div> |

Section I - Career Search

Assessing Interests & Abilities (cont.)

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 5 |
|--|--------------------------------------|-----------------------------|-------------------------------|
| 1. Communicate with different types of people. | 1. Friendly | 1. Language Arts | <div></div> |
| 2. Help others with their homework or to learn new things. | 2. Decision maker | 2. Social Studies | |
| 3. Go to school. | 3. Helpful | 3. Math | |
| 4. Direct and plan activities for others. | 4. Innovative/Inquisitive | 4. Science | |
| 5. Handle several responsibilities at once. | 5. Good Listener | 5. Psychology | |
| 6. Acquire new information. | | | |
| 7. Help people overcome their challenges. | | | |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 6 |
|--|--------------------------------------|-------------------------------|-------------------------------|
| 1. Work with numbers. | 1. Trustworthy | 1. Accounting | <div></div> |
| 2. Work to meet a deadline. | 2. Orderly | 2. Math | |
| 3. Make predictions based on existing facts. | 3. Self-confident | 3. Economics | |
| 4. Have a framework of rules by which to operate. | 4. Logical | 4. Banking/Financial Services | |
| 5. Analyze financial information and interpret it to others. | 5. Methodical or efficient | 5. Business Law | |
| 6. Handle money with accuracy and reliability. | | | |
| 7. Take pride in the way I dress and look. | | | |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 7 |
|--|--------------------------------------|-----------------------------|-------------------------------|
| 1. Be involved in politics. | 1. Good communicator | 1. Government | <div></div> |
| 2. Negotiate, defend, and debate ideas and topics. | 2. Competitive | 2. Language Arts | |
| 3. Plan activities and work cooperatively with others. | 3. Service minded | 3. History | |
| 4. Work with details. | 4. Well organized | 4. Math | |
| 5. Perform a variety of duties that may change often. | 5. Problem solver | 5. Foreign Language | |
| 6. Analyze information and interpret it to others. | | | |
| 7. Travel and see things that are new to me. | | | |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 8 |
|---|--------------------------------------|-----------------------------|-------------------------------|
| 1. Work under pressure. | 1. Compassionate and caring | 1. Biological Sciences | <div></div> |
| 2. Help sick people and animals. | 2. Good at following directions | 2. Chemistry | |
| 3. Make decisions based on logic and information. | 3. Conscientious and careful | 3. Math | |
| 4. Participate in health and science classes. | 4. Patient | 4. Occupational Health | |
| 5. Respond quickly and calmly in emergencies. | 5. Good listener | 5. Language Arts | |
| 6. Work as a member of a team. | | | |
| 7. Follow guidelines precisely and meet strict standards of accuracy. | | | |

Section I - Career Search

Assessing Interests & Abilities (cont.)

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 9 |
|--|--------------------------------------|-----------------------------|-------------------------------|
| 1. Investigate new places and activities. | 1. Tactful | 1. Language Arts, Speech | <div></div> |
| 2. Work with all ages and types of people. | 2. Self-motivated | 2. Foreign Languages | |
| 3. Organize activities in which other people enjoy themselves. | 3. Works well with others | 3. Social Sciences | |
| 4. Have a flexible schedule. | 4. Outgoing | 4. Marketing | |
| 5. Help people make up their minds. | 5. Slow to anger | 5. Food Services | |
| 6. Communicate easily, tactfully, and courteously. | | | |
| 7. Learn about other cultures. | | | |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 10 |
|---|--------------------------------------|---------------------------------|--------------------------------|
| 1. Care about people, their needs, and their problems. | 1. Good communicator, good listener | 1. Language Arts | <div></div> |
| 2. Participate in community services and/or volunteering. | 2. Caring | 2. Psychology, Sociology | |
| 3. Listen to other people's viewpoints. | 3. Non-materialistic | 3. Family and Consumer Sciences | |
| 4. Help people be at their best. | 4. Uses intuition and logic | 4. Finance | |
| 5. Work with people from preschool age to old age. | 5. Non-judgmental | 5. Foreign Language | |
| 6. Think of new ways to do things. | | | |
| 7. Make friends with different kinds of people. | | | |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 11 |
|--|--------------------------------------|---|--------------------------------|
| 1. Work with computers. | 1. Logical/analytical thinker | 1. Math | <div></div> |
| 2. Reason clearly and logically to solve complex problems. | 2. See details in the big picture | 2. Science | |
| 3. Use machines, techniques, and processes. | 3. Persistent | 3. Computer Technology, Computer Applications | |
| 4. Read technical materials and diagrams and solve technical problems. | 4. Good concentration skills | 4. Communications | |
| 5. Adapt to change. | 5. Precise and accurate | 5. Graphic Design | |
| 6. Play video games and figure out how they work. | | | |
| 7. Concentrate for long periods without being distracted. | | | |

| Activities that describe what I like to do: | Personal qualities that describe me: | School subject that I like: | Total number circled in Box 12 |
|--|--------------------------------------|-------------------------------|--------------------------------|
| 1. Work under pressure or in the face of danger. | 1. Adventurous | 1. Language Arts | <div></div> |
| 2. Make decisions based on my own observations. | 2. Dependable | 2. Psychology, Sociology | |
| 3. Interact with other people. | 3. Community-minded | 3. Government, History | |
| 4. Be in positions of authority. | 4. Decisive | 4. Law Enforcement | |
| 5. Respect rules and regulations. | 5. Optimistic | 5. First Aid, First Responder | |
| 6. Debate and win arguments. | | | |
| 7. Observe and analyze people's behavior. | | | |

Section I - Career Search

Assessing Interests & Abilities (cont.)

Activities that describe what I like to do:

1. Work with my hands and learn that way.
2. Put things together.
3. Do routine, organized, and accurate work.
4. Perform activities that produce tangible results.
5. Apply math to work out solutions.
6. Use hand and power tools and operate equipment/machinery.
7. Visualize objects in three dimensions from flat drawings.

Personal qualities that describe me:

1. Practical
2. Observant
3. Physically active
4. Step-by-step thinker
5. Coordinated

School subject that I like:

1. Math, Geometry
2. Chemistry
3. Trade and Industry
4. Physics
5. Language Arts

Total
number
circled in
Box 13

Activities that describe what I like to do:

1. Shop and go to the mall.
2. Be in charge.
3. Make displays and promote ideas.
4. Give presentations and enjoy public speaking.
5. Persuade people to buy products or to participate in activities.
6. Communicate my ideas to other people.
7. Take advantage of opportunities to make extra money.

Personal qualities that describe me:

1. Enthusiastic
2. Competitive
3. Creative
4. Self-motivated
5. Persuasive

School subject that I like:

1. Language Arts
2. Math
3. Business Education, Marketing
4. Economics
5. Computer Applications

Total
number
circled in
Box 14

Activities that describe what I like to do:

1. Interpret formulas.
2. Find the answers to questions.
3. Work in a laboratory.
4. Figure out how things work and investigate new things.
5. Explore new technology.
6. Experiment to find the best way to do something.
7. Pay attention to details and help things be precise.

Personal qualities that describe me:

1. Detail oriented
2. Inquisitive
3. Objective
4. Methodical
5. Mechanically inclined

School subject that I like:

1. Math
2. Science
3. Drafting, Computer-Aided Drafting
4. Electronics, Computer Networking
5. Technology Education

Total
number
circled in
Box 15

Activities that describe what I like to do:

1. Travel.
2. See well and have quick reflexes.
3. Solve mechanical problems.
4. Design efficient processes.
5. Anticipate needs and prepare to meet them.
6. Drive or ride.
7. Move things from one place to another.

Personal qualities that describe me:

1. Realistic
2. Mechanical
3. Coordinated
4. Observant
5. Planner

School subject that I like:









1. Math
2. Trade and Industry
3. Physical Sciences
4. Economics
5. Foreign Language

Total
number
circled in
Box 16

Your interests may change over time. These survey results are intended to assist you with informal career exploration. Consider more formal assessments and other resources or services to help you plan your career.

Section I - Career Search

Career Cluster Options

| | | |
|---|---|--|
| 1 |  The logo features a large green letter 'A' with a yellow sunburst behind it. To the left of the 'A' is a small illustration of a wind turbine and a field. To the right of the 'A' is the text 'griculture, Food & Natural Resources' in a stylized font. | The production, processing, marketing, distribution, financing, and development of agricultural commodities and resources including food, fiber, wood products, natural resources, horticulture, and other plant and animal products/resources. |
| 2 |  The logo features a large blue letter 'A' with a yellow sunburst behind it. To the left of the 'A' is a small illustration of a construction crane. To the right of the 'A' is the text 'rchitecture & Construction' in a stylized font. | Careers in designing, planning, managing, building, and maintaining the built environment. |
| 3 |  The logo features a large purple letter 'A' with a yellow sunburst behind it. To the left of the 'A' is a small illustration of a person holding a microphone. To the right of the 'A' is the text 'rts, A/V Technology & Communications' in a stylized font. | Designing, producing, exhibiting, performing, writing, and publishing multimedia content including visual and performing arts and design, journalism, and entertainment services. |
| 4 |  The logo features a large blue letter 'B' with a yellow sunburst behind it. To the left of the 'B' is a small illustration of a bar chart. To the right of the 'B' is the text 'usiness, Management & Administration' in a stylized font. | Careers encompass planning, organizing, directing and evaluating business functions essential to efficient and productive business operations. Business Management and Administration career opportunities are available in every sector of the economy. |
| 5 |  The logo features a large green letter 'E' with a yellow sunburst behind it. To the left of the 'E' is a small illustration of a book and a CD. To the right of the 'E' is the text 'ducation & Training' in a stylized font. | Planning, managing, and providing education and training services and related learning support services. |
| 6 |  The logo features a large green letter 'F' with a yellow sunburst behind it. To the left of the 'F' is a small illustration of a classical building with columns. To the right of the 'F' is the text 'inance' in a stylized font. | Planning, services for financial and investment planning, banking, insurance, and business financial management. |
| 7 |  The logo features a large blue letter 'G' with a yellow sunburst behind it. To the left of the 'G' is a small illustration of the US Capitol building. To the right of the 'G' is the text 'overnment & Public Administration' in a stylized font. | Executing governmental functions to include governance, national security, foreign services planning, revenue and taxation, regulation, and management and administration at the local, state, and federal levels. |
| 8 |  The logo features a large red letter 'H' with a yellow sunburst behind it. To the left of the 'H' is a small illustration of a medical cross. To the right of the 'H' is the text 'ealth Science' in a stylized font. | Planning, managing, and providing therapeutic services, diagnostic services, health informatics, support services, and biotechnology research and development. |

Section I - Career Search

Career Cluster Options (cont.)

| | | |
|----|---|--|
| 9 |  The logo for the Hospitality & Tourism cluster features a large, stylized letter 'H' in the center. To the left of the 'H' is a small illustration of a chef's hat and a fork. To the right of the 'H' is the text 'Hospitality & Tourism' in a decorative, slightly cursive font. | Hospitality and Tourism encompasses the management, marketing and operations of restaurants and other food services, lodging, attractions, and recreation events and travel-related services. |
| 10 |  The logo for the Human Services cluster features a large, stylized letter 'H' in the center. To the left of the 'H' is a small illustration of a hand holding a person. To the right of the 'H' is the text 'Human Services' in a decorative, slightly cursive font. | Preparing individuals for employment in career pathways that relate to families and human needs. |
| 11 |  The logo for the Information Technology cluster features a large, stylized letter 'I' in the center. To the left of the 'I' is a small illustration of a computer monitor and keyboard. To the right of the 'I' is the text 'Information Technology' in a decorative, slightly cursive font. | Building linkages in IT occupations framework for entry-level, technical, and professional careers related to the design, development, support and management of hardware, software, multimedia, and systems integration services. |
| 12 |  The logo for the Law, Public Safety, Corrections & Security cluster features a large, stylized letter 'L' in the center. To the left of the 'L' is a small illustration of a 911 emergency phone. To the right of the 'L' is the text 'Law, Public Safety, Corrections & Security' in a decorative, slightly cursive font. | Planning, managing, and providing legal, public safety, protective services and homeland security including professional and technical support services. |
| 13 |  The logo for the Manufacturing cluster features a large, stylized letter 'M' in the center. To the left of the 'M' is a small illustration of a gear and a wrench. To the right of the 'M' is the text 'Manufacturing' in a decorative, slightly cursive font. | Planning, managing and performing the processing of materials into intermediate or final products and related professional and technical support activities such as production planning and control, maintenance, and manufacturing/process engineering. |
| 14 |  The logo for the Marketing, Sales & Service cluster features a large, stylized letter 'M' in the center. To the left of the 'M' is a small illustration of a shopping cart and a dollar sign. To the right of the 'M' is the text 'Marketing, Sales & Service' in a decorative, slightly cursive font. | Planning, managing, and performing marketing activities to reach organizational objectives. |
| 15 |  The logo for the Science, Technology, Engineering & Mathematics cluster features a large, stylized letter 'S' in the center. To the left of the 'S' is a small illustration of a microscope and a test tube. To the right of the 'S' is the text 'Science, Technology, Engineering & Mathematics' in a decorative, slightly cursive font. | Planning, managing, and providing scientific research and professional and technical services (e.g., physical science, social science, engineering) including laboratory and testing services, and research and development services. |
| 16 |  The logo for the Transportation, Distribution & Logistics cluster features a large, stylized letter 'T' in the center. To the left of the 'T' is a small illustration of a truck and a box. To the right of the 'T' is the text 'Transportation, Distribution & Logistics' in a decorative, slightly cursive font. | Planning, management, and movement of people, materials, and goods by road, pipeline, air, rail, and water and related professional and technical support services such as transportation infrastructure planning and management, logistics services, mobile equipment and facility maintenance. |

My top three Career Clusters of interest are:

For more information check with a career counselor at your high school, career technical center, higher education institution, or one-stop career center.

Section II - Education & Training Opportunities

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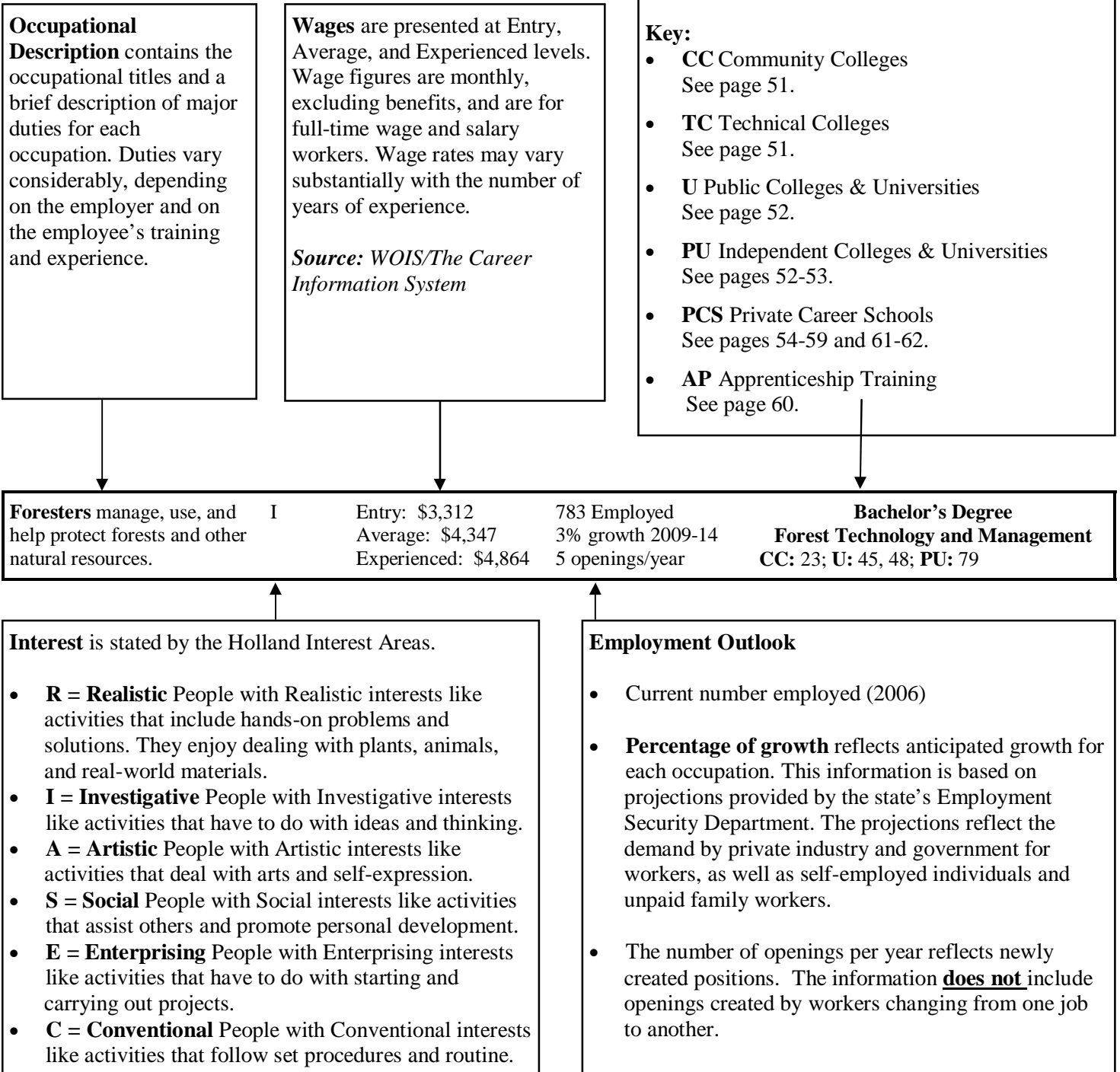
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Section II - Career Search

How to use the Table of Occupations



Section II - Career Search



What is the Agriculture, Food & Natural Resources Career Cluster?

The Agriculture, Food & Natural Resources Career Cluster prepares learners for careers in the planning, implementation, production, management, processing, and/or marketing of agricultural commodities and services including food, fiber, wood products, natural resources, horticulture, and other plant and animal products. It also includes related professional, technical and educational services in Food Products and Processing Systems; Plan Systems; Animal Systems; Power, Structural and Technical Systems; Natural Resource Systems; Environmental Service Systems; and Agribusiness Systems.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|---|---|
| Agricultural Scientists study plants and soils. They use science to protect, develop, and manage these resources. | IRS | Entry: \$3,426 Average: \$5,555 Experienced: \$6,619 | 627 Employed 7.3% growth 2009-14 10 openings/year | 4 to 6 Years Soils Science Crop Science U: 48 |
| Animal Caretakers give care to animals at shelters, zoos, kennels, pet shops, stables, aquariums, and research labs. | R | Entry: \$1,404 Average: \$1,759 Experienced: \$1,936 | 2,828 Employed 8.4% growth 2009-14 52 openings/year | On-the-job Training Animal Care and Training PCS: 158, 221, 249 |
| Animal Trainers train animals to perform work, entertain, or serve as companions. | RES | Entry: \$1,565 Average: \$2,567 Experienced: \$3,068 | 370 Employed 7.6% growth 2009-14 6 openings/year | Varies Animal Care and Training Zoology U: 44, 48, 51-52; PCS: 158, 221, 249 |
| Commercial Fishers catch ocean fish and other marine life using nets, hooks, and traps. | REI | Entry: \$1,955 Average: \$2,493 Experienced: \$2,759 | 97 Employed 2.1% growth 2009-14 0 openings/year | Varies Fisheries Technology CC: 9, 15; TC: 31; U: 45; PU: 79 |
| Conservation Scientists manage, develop, and help protect soil and rangelands. | I | Entry: \$3,744 Average: \$5,309 Experienced: \$6,091 | 916 Employed 2.5% growth 2009-14 5 openings/year | Bachelor's Degree Natural Resources Management CC: 9-10, 12, 15, 23; U: 45, 47-48; PU: 79 |
| Farm & Ranch Workers help raise crops and livestock for market. | R | Entry: \$1,510 Average: \$2,522 Experienced: \$3,028 | 3,390 Employed 7.3% growth 2009-14 55 openings/year | Varies Agricultural Production and Farm Technology CC: 26-27; 29 |
| Farmers & Farm Managers raise crops and livestock for market. Agricultural managers oversee operational procedures of the establishment. | E | Entry: \$3,760 Average: \$6,299 Experienced: \$7,569 | 76 Employed 5% growth 2009-14 1 opening/year | Bachelor's Degree Agricultural Business Management U: 48 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|-------------------------|--|---|---|
| Fish & Game Wardens enforce the laws that protect fish and wildlife. | R | Entry: \$3,068 Average: \$3,988 Experienced: \$4,449 | 106 Employed 5.5% growth 2009-14 1 opening/year | Bachelor's Degree Criminal Justice and Law Enforcement CC: 1, 4, 6, 8-12, 14-16, 19-20, 23, 25-26, 28-29; TC: 32; U: 36, 38, 43, 48-49, 51; PU: 56, 59, 70, 72, 78, 87, 89-90, 97; PCS: 144 |
| Food Scientists conduct research to develop food products that are healthy, safe, and appealing. | ISR | Entry: \$3,080 Average: \$5,051 Experienced: \$6,037 | 297 Employed 3.6% growth 2009-14 2 openings/year | Bachelor's Degree Food Science CC: 29; U: 48 |
| Foresters manage, use, and help protect forests and other natural resources. | I | Entry: \$3,312 Average: \$4,347 Experienced: \$4,864 | 783 Employed 3% growth 2009-14 5 openings/year | Bachelor's Degree Forest Technology and Management CC: 23; U: 45, 48; PU: 79 |
| Forestry Technicians help develop and protect forests. | RES | Entry: \$1,953 Average: \$2,836 Experienced: \$3,276 | 1,812 Employed 1.4% growth 2009-14 5 openings/year | Varies Forest Technology and Management CC: 23; U: 45, 48; PU: 79 |
| Geographers study physical and cultural characteristics of a given area. | IRE | Entry: \$3,226 Average: \$5,053 Experienced: \$5,968 | No outlook information available. | Bachelor's Degree Geography U: 36, 43-45, 47, 52 |
| Landscape Architects design and plan outdoor areas for use and beauty. | AIR | Entry: \$3,529 Average: \$4,893 Experienced: \$5,574 | 547 Employed 10.7% growth 2009-14 14 openings/year | 4 to 6 Years Landscape Architecture U: 45, 48-49 |
| Landscapers & Groundskeepers plant and take care of flowers, lawns, shrubs, and trees. | R | Entry: \$2,068 Average: \$2,829 Experienced: \$3,208 | 35,913 Employed 7.4% growth 2009-14 576 openings/year | Varies Horticulture and Landscape Management CC: 3, 5, 7, 21-23, 27; TC: 32-33; U: 48; PU: 79 |
| Nursery Workers grow, transplant, and care for plants, and trees for sale. | RAE | Entry: \$1,404 Average: \$1,901 Experienced: \$2,151 | 2,555 Employed 7.9% growth 2009-14 46 openings/year | Varies Nursery Operation and Management CC: 3, 5, 7, 23 |
| Park Naturalists create programs to teach park visitors about natural areas. | SEI | Entry: \$3,744 Average: \$5,309 Experienced: \$6,091 | No outlook information available. | Bachelor's Degree Natural Resources Management CC: 9-10, 12, 15, 23 U: 45, 47-48; PU: 79 |
| Winemakers turn grape or other fruit juices into wine. | R | Entry: \$4,465 Average: \$7,490 Experienced: \$9,003 | No outlook information available. | Bachelor's Degree Viticulture and Enology CC: 22, 26, 29; U: 48, 50 |
| Zoologists study animals and how they live and grow in their habitat. | I | Entry: \$3,626 Average: \$4,770 Experienced: \$5,342 | 1,542 Employed 7.6% growth 2009-14 26 openings/year | Doctoral Degree Zoology U: 44, 48, 51-52; PCS: 158 |

Section II - Career Search



What is the Architecture & Construction Career Cluster?

The Architecture & Construction Career Cluster prepares learners for careers in designing, planning, managing, building, and maintaining the built environment. People employed in this cluster work on new structures, restorations, additions, alterations, and repairs and can lead to employment in Design/Pre-Construction, Construction, and Maintenance and Operations.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|---|---|--|
| Architects plan and design all types of buildings and structures. | AIR | Entry: \$3,734 Average: \$5,503 Experienced: \$6,387 | 3,152 Employed 11% growth 2009-14 82 openings/year | 5 to 8 Years Architecture U: 45, 48-49 |
| Bricklayers & Stonemasons build walls and structures using bricks, stones, and mortar. | R | Entry: \$2,780 Average: \$4,521 Experienced: \$4,982 | 2,571 Employed 8.1% growth 2009-14 49 openings/year | Varies Apprenticeship AP: 352 |
| Carpenters cut, fit, and assemble wood and other materials to construct buildings. | R | Entry: \$2,460 Average: \$3,756 Experienced: \$4,404 | 42,277 Employed 6.2% growth 2009-14 587 openings/year | Varies Carpentry Apprenticeship CC: 9-10, 15, 18, 23, 26-27; TC: 30; AP: 325, 327-328, 332, 345, 354 |
| Commercial Divers work underwater to build or repair structures. They also perform search and rescue duties. | R | Entry: \$2,536 Average: \$4,001 Experienced: \$4,732 | 99 Employed 6.3% growth 2009-14 1 opening/year | 2 Years Diving Technology PCS: 149, 180, 286, 301, 305 |
| Construction & Building Inspectors inspect new or remodeled structures. | R | Entry: \$3,555 Average: \$4,687 Experienced: \$5,252 | 2,508 Employed 7.4% growth 2009-14 41 openings/year | Varies Construction Technology Apprenticeship CC: 5, 7, 20; TC: 31; PCS: 161; AP: 326, 334, 336, 344 |
| Construction Helpers assist experienced trades workers with less skilled tasks. | R | Entry: \$1,662 Average: \$2,527 Experienced: \$3,668 | 5,870 Employed 7.4% growth 2009-14 101 openings/year | Varies Construction Technology Apprenticeship CC: 5, 7, 20; TC: 31; PCS: 161; AP: 326, 334, 336, 344 |
| Construction Managers schedule and coordinate the work on construction projects. | E | Entry: \$5,632 Average: \$8,830 Experienced: \$10,428 | 10,729 Employed 5.8% growth 2009-14 135 openings/year | Bachelor's Degree Construction Management Apprenticeship CC: 7; TC: 31, 34; U: 36, 43, 45, 48; AP: 326 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|-------------------------|--|--|--|
| Drafters make detailed drawings of objects that will be manufactured or built. | I | Entry: \$2,831 Average: \$4,014 Experienced: \$4,817 | 4,638 Employed 7.6% growth 2009-14 82 openings/year | 1 to 2 Years Drafting CC: 2, 4-6, 8-14, 19, 21-23, 29; TC: 30-34; PCS: 111, 148, 150-151, 198, 273 |
| Electricians install, test, and maintain electrical systems. | R | Entry: \$2,889 Average: \$4,392 Experienced: \$5,145 | 15,997 Employed 5.5% growth 2009-14 196 openings/year | Varies Electrician Apprenticeship CC: 5, 23, 26, 29; TC: 30-31; PCS: 263; AP: 327, 331, 341-342 |
| General Construction Workers carry out semi-skilled tasks in many areas of construction. | RCS | Entry: \$1,761 Average: \$2,829 Experienced: \$3,364 | 22,728 Employed 6.5% growth 2009-14 332 openings/year | Varies Construction Technology Apprenticeship CC: 5, 7, 20; TC: 31; PCS: 161; AP: 326, 334, 336, 344 |
| Heating & Cooling System Mechanics install and repair heating, air conditioning, and refrigeration systems. | RES | Entry: \$2,551 Average: \$3,734 Experienced: \$4,323 | 3,590 Employed 5.7% growth 2009-14 45 openings/year | Varies Heating, Refrigeration & Air Conditioning Apprenticeship CC: 23, 26-27, 29; TC: 30-32, 34; PCS: 200, 246, 260, 263; AP: 327, 329, 343, 346, 348 |
| Line Installers & Repairers construct and maintain networks of wires and cables. | RCS | Entry: \$2,522 Average: \$3,567 Experienced: \$5,689 | 5,362 Employed 6.8% growth 2009-14 78 openings/year | Varies Telecommunications Technology CC: 5, 7, 13, 25, 29; TC: 30, 32; PCS: 263 |
| Operating Engineers & Construction Equipment Operators use machinery to move construction materials. | RIS | Entry: \$3,094 Average: \$4,299 Experienced: \$4,900 | 8,645 Employed 4.1% growth 2009-14 75 openings/year | Varies Heavy Equipment Operator Apprenticeship PCS: 315; AP: 327-328, 337, 347, 349 |
| Painters apply paint, stain, varnish, and other finishes to buildings and other structures. | RSE | Entry: \$2,170 Average: \$3,063 Experienced: \$3,508 | 15,388 Employed 6.9% growth 2009-14 245 openings/year | Varies Apprenticeship AP: 327 |
| Plumbers & Pipefitters install and repair pipe systems that carry water, steam, air, and other fluids or gases. | R | Entry: \$3,004 Average: \$4,497 Experienced: \$5,243 | 10,026 Employed 4.9% growth 2009-14 108 openings/years | Apprenticeship/License AP: 327, 329, 336, 343, 346, 348 |
| Roofers apply shingles and other materials to the roofs of buildings. | REC | Entry: \$2,234 Average: \$3,422 Experienced: \$4,013 | 5,875 Employed 8.3% growth 2009-14 114 openings/year | Varies Apprenticeship AP: 326-328, 330, 332, 345 |
| Surveyors measure and map land, air, space, and water boundaries. | I | Entry: \$3,534 Average: \$4,912 Experienced: \$5,600 | 1,010 Employed 9.8% growth 2009-14 23 openings/year | Varies Civil Engineering U: 45, 48; PU: 78, 87, 90, 93, 99 |

Section II - Career Search



What is the Arts, A/V Technology & Communications Career Cluster?

This Career Cluster offers two different avenues of concentration. Careers in the Performing Arts, Visual Arts or certain aspects of Journalism, Broadcasting, and Film require courses and activities that challenge students' creative talents. Careers in A/V Technology, Telecommunications, or Printing Technology require strong backgrounds in computer and electronic-based technology and a solid foundation in math and science. Both avenues require effective communication skills. In addition, the creative aspects of this cluster are rapidly merging with the technological aspects, making it even more challenging.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|---|---|
| Actors portray characters in front of live audiences, cameras, or both. | AES | Entry: \$1,499 Average: \$4,025 Experienced: \$5,287 | 824 Employed .2% growth 2009-14 0 openings/year | Varies Theatre Arts CC: 4, 19; U: 36, 43-45, 48, 52; PU: 71, 78, 86, 88, 90, 92-93, 98, 101-102; PCS: 129, 211 |
| Animators & Multi-Media Artists create animated effects for films, TV shows, video games, and commercials. | A | Entry: \$2,461 Average: \$3,048 Experienced: \$5,747 | 4,635 Employed 13.7% growth 2009-14 127 openings/year | Bachelor's Computer Animation CC: 1, 3, 7-8, 14; TC: 32-33; PC: 71, 73-74; PCS: 119, 293 |
| Announcers entertain and inform audiences on radio, TV, or in person at public events. | S | Entry: \$1,531 Average: \$3,538 Experienced: \$4,541 | 588 Employed 4.6% growth 2009-14 5 openings/year | Varies Communications U: 36, 43-45, 48, 52; PU: 60-69, 86-88, 92-93, 98-99, 102 |
| Audio-Visual Specialists plan and prepare audio-visual teaching aids. | A | Entry: \$1,912 Average: \$3,193 Experienced: \$3,546 | 879 Employed 6.1% growth 2009-14 11 openings/year | 4 to 6 Years Multimedia Technology CC: 1, 5-8, 12, 14-16, 20, 29; TC: 30, 32-33; U: 43-44; PU: 71; PCS: 119, 240-241 |
| Broadcast Technicians record or broadcast radio and television programs. | R | Entry: \$1,713 Average: \$3,033 Experienced: \$3,694 | 738 Employed 5.1% growth 2009-14 8 openings/year | Varies Radio-Television Broadcasting CC: 4, 10, 13, 29; TC: 30, 32; U: 43, 48; PU: 78, 99; PCS: 114 |
| Camera Operators use motion picture, TV, or video cameras to film a wide range of subjects. | A | Entry: \$2,359 Average: \$3,879 Experienced: \$4,642 | 553 Employed 3.5% growth 2009-14 4 openings/year | Varies Multimedia Technology CC: 1, 5-8, 12, 14-16, 20, 29; TC: 30, 32-33; U: 43-44; PU: 71; PCS: 119, 240-241 |
| Dancers express ideas, stories, and rhythm by moving their bodies with music. | AER | No wage information available. | 408 Employed 1.9% growth 2009-14 2 openings/year | Varies Dance U: 44-45, 52; PU: 71 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|---|--|
| Film & Video Editors use editing equipment to remove uninteresting parts of a film or video. They reassemble the best parts so that the film is entertaining and interesting. | A | Entry: \$2,080 Average: \$3,316 Experienced: \$3,935 | 335 Employed 3% growth 2009-14 2 openings/year | Bachelor's Degree Multimedia Technology CC: 1, 5-8, 12, 14-16, 20, 29; TC: 30, 32-33; U: 43-44; PU: 71; PCS: 119, 240-241 |
| Fine Artists create works of art to communicate ideas, thoughts, or feelings. | A | Entry: \$2,286 Average: \$3,829 Experienced: \$4,600 | 1,331 Employed 2.2% growth 2009-14 7 openings/year | Varies Art CC: 24; U: 36, 43-45, 48, 52; PU: 71, 78-79, 85, 88, 92-93, 99, 101-102; PCS: 119-120, 279 |
| Graphic Designers create designs using print, electronic, and film media. | AER | Entry: \$2,335 Average: \$3,734 Experienced: \$4,432 | 5,608 Employed 7.8% growth 2009-14 96 openings/year | Bachelor's Degree Graphic Design CC: 1, 4, 7-8, 11, 18-19, 24; TC: 32; U: 36, 43; PU: 71, 85, 99; PCS: 119, 279 |
| Journalists gather information, prepare stories, and make broadcasts to inform people about local, state, and national events. | A | Entry: \$2,231 Average: \$4,131 Experienced: \$5,082 | 1,092 Employed 3.9% growth 2009-14 8 openings/year | Bachelor's Degree Journalism U: 36, 43-45, 48, 52; PU: 78, 93, 99, 102 |
| Musicians perform music on stage and in recording studios. | A | Entry: \$3,007 Average: \$6,869 Experienced: \$8,800 | 2,110 Employed .7% decrease 2009-14 0 openings/year | Varies Music U: 36, 43-45, 48, 52; PU: 71, 78, 86, 88, 90, 92, 98-99, 101-102 |
| Photographers produce images that paint a picture, tell a story, or record an event. | A | Entry: \$1,882 Average: \$3,617 Experienced: \$4,488 | 2,566 Employed 8.8% growth 2009-14 50 openings/year | Varies Photography CC: 18-19, 24; U: 45; PU: 71; PCS: 119 |
| Producers select plays or scripts, arrange financing, and make other production decisions. Directors interpret plays or scripts by directing the work of the cast and crew. | E | Entry: \$2,839 Average: \$4,503 Experienced: \$5,335 | 2,144 Employed 5.8% growth 2009-14 26 openings/year | Bachelor's Degree Theatre Arts CC: 4, 19; U: 36, 43-45, 48, 52; PU: 71, 78, 86, 88, 90, 92-93, 98, 101-102; PCS: 129, 211 |
| Sound Engineering Technicians use console boards to record, copy, and edit music and voice. | R | Entry: \$2,390 Average: \$3,654 Experienced: \$4,285 | 166 Employed 8.6% growth 2009-14 3 openings/year | 1 to 2 Years Multimedia Technology CC: 1, 5-8, 12, 14-16, 20, 29; TC: 30, 32-33; U: 43-44; PU: 71; PCS: 119, 240-241 |
| Writers use words to express thoughts and interpret information. | A | Entry: \$2,898 Average: \$4,595 Experienced: \$5,443 | 2,529 Employed 8.6% growth 2009-14 47 openings/year | Bachelor's Degree Technical Communication English TC: 33; U: 36, 43-45, 48, 50-52; PU: 78-79, 86, 90, 92-93, 98-99, 101-102 |

Section II - Career Search



What is the Business, Management & Administration Career Cluster?

The Business, Management & Administration Career Cluster prepares learners for careers in planning, organizing, directing and evaluating business functions essential to efficient and productive business operations. Career opportunities are available in every sector of the economy and require specific skills in organization, time management, customer service and communication. This cluster leads to professions in Management, Business Financial Management and Accounting, Human Resources, Business Analysis, Marketing, Administration, and Information Support.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|--|---|---|
| Accountants & Auditors assemble, analyze, and check the accuracy of financial information. | C | Entry: \$3,475 Average: \$4,975 Experienced: \$5,722 | 26,660 Employed 6.3% growth 2009-14 367 openings/year | Bachelor's Degree Accounting (4- or 5-year program) U: 36, 38, 43, 45, 48, 52; PU: 60, 64, 68, 73, 77-78, 79, 86-90, 92-93, 97, 99, 102 |
| Bookkeeping & Accounting Clerks manage the financial records of companies or clients. | C | Entry: \$1,938 Average: \$2,730 Experienced: \$3,129 | 44,906 Employed 5.6% growth 2009-14 548 openings/year | Varies Accounting (1- or 2-year program) CC: 1-15, 17, 19-23, 25-29; TC: 30-34; U: 51; PU: 79; PCS: 111, 143, 147, 186-187, 257 |
| Business Executives run companies or government agencies. They create plans to help their organizations grow. | E | Entry: \$9,057 Average: \$13,855 Experienced: \$16,252 | 2,838 Employed 6.8% growth 2009-14 41 openings/year | Bachelor's Degree Business Administration Organizational Leadership CC: 5-8, 10-11, 13, 15-17, 19, 21-25, 27-29; TC: 31; U: 36, 38, 43-44, 46-52; PU: 53-60, 63-64, 67, 69-70, 72-73, 75-76, 78-79, 86, 88-90, 92-93, 97-100, 102; PCS: 106 |
| Customer Service Representatives try to solve customer complaints. | CSR | Entry: \$1,879 Average: \$2,818 Experienced: \$3,288 | 37,249 Employed 7.1% growth 2009-14 577 openings/year | Varies Customer Service Representative CC: 5, 9-11, 13-14, 16-17, 23; TC: 31-33 |
| Employment Recruiters search for and screen promising job applicants. | S | Entry: \$2,671 Average: \$4,347 Experienced: \$5,184 | 4,017 Employed 10.8% growth 2009-14 101 openings/year | Bachelor's Degree Human Resource Management CC: 1, 10, 16-17, 22; TC: 31; U: 36, 43, 51-52; PU: 55-60, 63, 73, 88-89, 97, 99-100 |
| Executive Secretaries & Administrative Assistants assist managers and direct office activities. | ESC | Entry: \$2,787 Average: \$3,614 Experienced: \$4,027 | 17,705 Employed 6.5% growth 2009-14 254 openings/year | Associate Degree Administrative Assistant/Secretarial CC: 1, 5-10, 12-17, 20-26, 28-29; TC: 31-35; PCS: 146, 186-187 |
| General & Operations Managers oversee the day-to-day activities of a company or organization. | E | Entry: \$5,684 Average: \$10,211 Experienced: \$12,475 | 17,723 Employed 5.4% growth 2009-14 211 openings/year | Bachelor's Degree Business Management CC: 1, 5, 7, 9-12, 14-17, 20, 22-26, 29; TC: 31; U: 44, 48; PU: 60-61, 68, 73, 75-76, 87, 93, 97, 100; PCS: 111 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|-------------------------|--|---|---|
| General Office Clerks perform a variety of duties that help keep offices organized. | C | Entry: \$1,647 Average: \$2,319 Experienced: \$2,657 | 61,450 Employed 7.1% growth 2009-14 956 openings/year | Varies Office Assistant CC: 1-3, 5, 8-10, 12, 14-15, 20, 22-23, 25-29; TC: 31-35; PCS: 103, 107, 111, 174-175, 186-187, 194; 206-207, 240-241, 293, 298-299 |
| Human Resources Managers plan and direct policies about employees. | E | Entry: \$4,897 Average: \$7,483 Experienced: \$9,301 | 2,484 Employed 5.8% growth 2009-14 32 openings/year | Bachelor's Degree Human Resource Management CC: 1, 10, 16-17, 22; TC: 31; U: 36, 43, 51-52; PU: 55-60, 63, 73, 88-89, 97, 99-100 |
| Legal Secretaries perform clerical duties in law offices. They must be familiar with legal procedures. | CSE | Entry: \$2,395 Average: \$3,439 Experienced: \$3,961 | 5,125 Employed 5.7% growth 2009-14 63 openings/year | Varies Legal Secretary CC: 4-8, 10, 12-14, 17, 21, 23, 26-27, 29; TC: 30-34; PCS: 186-187, 256 |
| Medical Secretaries perform office duties that use their knowledge of medical terms and procedures. | CES | Entry: \$2,063 Average: \$2,699 Experienced: \$3,018 | 13,740 Employed 8.2% growth 2009-14 253 openings/year | Varies Medical Secretary CC: 2, 4-12, 14-17, 19-23, 25-26, 28-29; TC: 30-31, 33-34; PCS: 103, 117-118, 125, 143-145, 147, 169, 174-175, 186-187, 206-207, 256-257, 265-266 |
| Meeting & Convention Planners organize events for groups of people. | ESA | Entry: \$2,751 Average: \$4,039 Experienced: \$4,683 | 902 Employed 8.1% growth 2009-14 16 openings/year | Bachelor's Degree Public Relations U: 36, 43, 48; PU: 78, 88, 99 |
| Office Managers plan and oversee the work of office staff. | E | Entry: \$2,898 Average: \$4,259 Experienced: \$4,937 | 26,364 Employed 6% growth 2009-14 342 openings/years | Varies Office Management CC: 1, 3, 7, 10-11, 16-17, 23, 28; TC: 34; PCS: 107, 111, 206-207 |
| Property & Real Estate Managers take care of the daily operation of properties. Some find, buy, and develop property. | E | Entry: \$3,215 Average: \$5,465 Experienced: \$6,588 | 3,056 Employed 4.2% growth 2009-14 27 openings/year | Varies Real Estate Business Management CC: 1, 5, 7, 9-12, 14-17, 20, 22-26, 29; TC: 31; U: 44, 48; PU: 60-61, 68, 73, 75-76, 87, 93, 97, 100; PCS: 111 |
| Public Relations Specialists help build a positive public image for organizations. | E | Entry: \$3,004 Average: \$4,781 Experienced: \$5,670 | 5,254 Employed 7.3% growth 2009-14 85 openings/year | Bachelor's Degree Public Relations U: 36, 43, 48; PU: 78, 88, 99 |
| Receptionists greet visitors and determine whom they need to see or where they need to go. | C | Entry: \$1,615 Average: \$2,108 Experienced: \$2,331 | 24,030 Employed 7.4% growth 2009-14 400 openings/year | Varies Receptionist CC: 1, 5-6, 12, 14-17, 21, 23, 25, 28; TC: 31-32, 34-35; PCS: 103 |
| Secretaries perform a variety of clerical and administrative duties needed to operate an office. | CSE | Entry: \$2,025 Average: \$2,706 Experienced: \$3,047 | 26,365 Employed 6.9% growth 2009-14 397 openings/year | Varies Administrative Assistant/Secretarial CC: 1, 5-10, 12-17, 20-26, 28-29; TC: 31-35; PCS: 146, 186-187 |

Section II - Career Search



What is the Education & Training Career Cluster?

This diverse Career Cluster prepares learners for careers in planning, managing, and providing education and training services, and related learning support services. Millions of learners each year train for careers in education and training in a variety of settings that offer academic instruction, career technical instruction, and other education and training services. Training in this cluster can lead to professions in Teaching and Training, Professional Support Services, and Administration and Administrative Support.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|--|---|---|
| Adult & Vocational Education Teachers teach basic education, self-improvement courses, or occupational training skills. | S | Entry: \$1,986 Average: \$3,357 Experienced: \$4,462 | 19,725 Employed 8.1% growth 2009-14 344 openings/year | Varies Vocational Technical Education U: 36, 43, 52; PU: 87, 90, 92, 94, 96 |
| Coaches teach and motivate players in individual and team sports. Scouts seek out top athletes for a team or sport. | S | Entry: \$1,647 Average: \$2,759 Experienced: \$3,316 | 5,932 Employed 8% growth 2009-14 101 openings/year | Varies Exercise Science Physical Education CC: 5, 24; TC: 33; U: 36, 43, 48-49, 52; PU: 55, 78, 88, 92, 98-99, 102; PCS: 121-124, 141, 164, 223, 312 |
| College & University Administrators manage the business affairs and student services of colleges. | E | Entry: \$4,540 Average: \$6,731 Experienced: \$7,828 | 2,525 Employed 8.2% growth 2009-14 45 openings/year | Doctoral Degree Education Administration U: 36, 43, 45, 47-52; PU: 53-54, 60, 63, 68-69, 78-79, 87-88, 92-93, 98-99, 102 |
| Curators protect items of historic, cultural, and artistic value. They study, catalog, preserve, and display documents and artifacts. | I | Entry: \$2,889 Average: \$4,262 Experienced: \$4,950 | 205 Employed 7.2% growth 2009-14 3 openings/year | Master's Degree History U: 36, 43-45, 48, 50-52; PU: 70, 78, 86, 88, 90, 92-93, 98-99, 101-102 |
| Education Administrators are in charge of schools and school districts. | S | Entry: \$3,011 Average: \$4,661 Experienced: \$5,488 | 4,746 Employed 8.2% growth 2009-14 84 openings/year | Master's Degree Education Administration U: 36, 43, 45, 47-52; PU: 53-54, 60, 63, 68-69, 78-79, 87-88, 92-93, 98-99, 102 |
| Elementary School Teachers work in public and private schools. They instruct children in grades one through six. | SAE | Entry: \$3,012 Average: \$3,931 Experienced: \$4,391 | 24,766 Employed 8.2% growth 2009-14 437 openings/year | Bachelor's Degree/License Elementary Education U: 36, 38, 43-52; PU: 53, 60, 62-63, 65-66, 68-69, 78-79, 86-88, 90, 92-93, 98-99, 101-102; PCS: 226-227 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|-------------------------|--|---|---|
| Employee Training Specialists plan and organize instructional activities. | E | Entry: \$2,905 Average: \$4,644 Experienced: \$5,514 | 3,976 Employed 6.1% growth 2009-14 53 openings/year | Bachelor's Degree Human Resource Management CC: 1, 10, 16-17, 22; TC: 31; U: 36, 43, 51-52; PU: 55-60, 63, 73, 88-89, 97, 99-100 |
| High School Teachers teach specific subjects to students who are between 14 and 18 years old. | S | Entry: \$3,109 Average: \$4,039 Experienced: \$4,504 | 16,548 Employed 8.1% growth 2009-14 291 openings/year | Bachelor's Degree/License Secondary Education Curriculum and Instruction U: 36, 38, 43-45, 47-52; PU: 54, 60, 63, 67-69, 75-76, 78-79, 86-88, 90, 92-93, 98-99, 101-102 |
| Librarians organize materials in libraries and help people locate them. | S | Entry: \$3,444 Average: \$4,531 Experienced: \$5,075 | 3,646 Employed 7.3% growth 2009-14 57 openings/year | Master's Degree Library Science U: 36, 43, 45 |
| Library Technical Assistants help librarians order, prepare, and organize materials. | C | Entry: \$2,175 Average: \$2,818 Experienced: \$3,141 | 2,587 Employed 6.7% growth 2009-14 37 openings/year | On-the-job Training Library Technology CC: 11, 24 |
| Preschool & Kindergarten Teachers help children explore their interests and develop their talents. They help children build self-esteem and learn how to behave with others. | S | Entry: \$1,595 Average: \$2,137 Experienced: \$2,408 | 9,181 Employed 8.3% growth 2009-14 167 openings/year | Varies/License Early Childhood Education CC: 9-12, 14; U: 36, 43, 48, 52; PU: 78-79, 93; PCS: 227 |
| Public Health Educators plan, direct, and carry out health education programs. | IES | Entry: \$3,037 Average: \$4,198 Experienced: \$4,779 | 1,365 Employed 7.2% growth 2009-14 22 openings/year | Master's Degree Community Health Education U: 36, 43-45, 52; PU: 87, 99 |
| Special Education Teachers work with children and youth who have a variety of disabilities. | S | Entry: \$3,019 Average: \$3,874 Experienced: \$4,403 | 6,577 Employed 8.2% growth 2009-14 115 openings/year | Bachelor's Degree/License Special Education CC: 1; U: 36, 43, 45, 48, 52; PU: 54, 60, 62-63, 65, 68-69, 78-79, 87-88, 90, 92-93, 102; PCS: 228, 291, 306 |
| Teacher Aides provide teaching and clerical support for classroom teachers. | SCE | Entry: \$1,704 Average: \$2,119 Experienced: \$2,327 | 33,054 Employed 8.1% growth 2009-14 581 openings/year | Varies Instructional Aide CC: 2, 7-8, 11-12, 14, 20-21, 24-26, 28; TC: 31-32, 34 |
| University & College Teachers teach classes, conduct research, and write papers. | SEI | No wage information available. | 15,655 Employed 8.2% growth 2009-14 275 openings/year | Doctoral Degree Curriculum and Instruction U: 36, 43-45, 48-49, 52; PU: 54, 60, 63, 67-69, 75-76, 78-79, 88, 90, 92-93, 98-99, 102 |

Section II - Career Search



What is the Finance Career Cluster?

The Finance Career Cluster prepares learners for careers in financial and investment planning, banking, insurance, and business. Financial career opportunities are available in every sector of the economy and require specific skills in organization, time management, customer service, and communication. Training can lead to professions in Financial and Investment Planning, Business Financial Management, Banking and Related Services, and Insurance Services.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|--|--|
| Actuaries use math and statistics to calculate the odds that an event will happen. They design insurance programs and pension plans. | ISE | No wage information available. | 249 Employed 5.9% growth 2009-14 3 openings/year | Bachelor's Degree General Mathematics U: 36, 43-45, 48, 52; PU: 78-79, 86, 88, 90, 92-93, 98-99, 101-102 |
| Appraisers & Assessors estimate the value of items such as buildings, art, or antiques. | I | Entry: \$2,870 Average: \$4,491 Experienced: \$5,301 | 2,194 Employed 5.8% growth 2009-14 26 openings/year | Bachelor's Degree Business Administration CC: 5-8, 10-11, 13, 15-17, 19, 21, 23-25, 27-29; U: 36, 38, 43-48, 50-52; PU: 53-54, 60, 63-64, 67, 69-70, 72-73, 75-76, 78-79, 86, 88-90, 92-93, 97-102 |
| Bank Tellers help customers with their banking activities. | C | Entry: \$1,702 Average: \$2,005 Experienced: \$2,156 | 10,801 Employed 3.6% growth 2009-14 83 openings/year | Varies Bank Teller Training CC: 23; TC: 32, 34 |
| Brokerage Clerks record the purchase and transfer of securities. | C | Entry: \$2,522 Average: \$3,422 Experienced: \$3,871 | 755 Employed 4% growth 2009-14 7 openings/year | Varies Finance U: 43, 48, 51-52; PU: 60, 64, 73, 86-87, 93, 99 |
| Financial Analysts collect, analyze, and interpret financial information. | CIE | Entry: \$4,001 Average: \$6,029 Experienced: \$7,044 | 1,962 Employed 5.5% growth 2009-14 23 openings/year | Bachelor's Degree Finance U: 43, 48, 51-52; PU: 60, 64, 73, 86-87, 93, 99 |
| Financial Counselors explain funding options to students or teach money management skills to clients. | SEC | Entry: \$3,009 Average: \$5,692 Experienced: \$7,032 | 2,144 Employed 4.2% growth 2009-14 18 openings/year | Bachelor's Degree Finance U: 43, 48, 51-52; PU: 60, 64, 73, 86-87, 93, 99 |
| Financial Managers take care of the budgets and investments for companies. | E | Entry: \$5,155 Average: \$8,304 Experienced: \$9,880 | 9,447 Employed 4.9% growth 2009-14 100 openings/year | Bachelor's Degree Finance Financial Management CC: 23-24; TC: 32; U: 43, 48, 51-52; PU: 60, 64, 73, 86-87, 93, 99 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|---|--|
| Insurance Adjusters & Examiners decide how much to pay on insurance claims. | E | Entry: \$3,070 Average: \$4,339 Experienced: \$4,973 | 4,525 Employed 3.3% growth 2009-14 32 openings/year | Bachelor's Degree Business Administration CC: 5-8, 10-11, 13, 15-17, 19, 21, 23-25, 27-29; U: 36, 38, 43-48, 50-52; PU: 53-54, 60, 63-64, 67, 69-70, 72-73, 75-76, 78-80, 87, 89-91, 93-94, 98-107 |
| Insurance Agents sell policies that provide financial protection in case of death, accidents, or acts of nature. | E | Entry: \$2,558 Average: \$5,645 Experienced: \$7,190 | 5,766 Employed 3.2% growth 2009-14 39 openings/year | Bachelor's Degree Business Administration CC: 5-8, 10-11, 13, 15-17, 19, 21, 23-25, 27-29; U: 36, 38, 43-48, 50-52; PU: 53-54, 60, 63-64, 67, 69-70, 72-73, 75-76, 78-80, 87, 89-91, 93-94, 98-107 |
| Insurance Underwriters compute the risk of loss, set premium rates, and write policies that cover that loss. | CSE | Entry: \$3,271 Average: \$4,945 Experienced: \$5,784 | 1,642 Employed 3% growth 2009-14 11 openings/year | Bachelor's Degree Business Administration CC: 5-8, 10-11, 13, 15-17, 19, 21, 23-25, 27-29; U: 36, 38, 43-48, 50-52; PU: 53-54, 60, 63-64, 67, 69-70, 72-73, 75-76, 78-80, 87, 89-91, 93-94, 98-107 |
| Loan Clerks process the paperwork associated with loan applications. | C | Entry: \$2,302 Average: \$3,025 Experienced: \$3,387 | 5,781 Employed 4% growth 2009-14 50 openings/year | Varies Credit Specialist CC: 7, 24; TC: 32; PCS: 235 |
| Loan Officers evaluate applicants' financial backgrounds. They decide whether applicants will receive loans. | SEI | Entry: \$2,593 Average: \$5,134 Experienced: \$6,240 | 8,191 Employed 4% growth 2009-14 71 openings/year | Bachelor's Degree Finance U: 43, 48, 51-52; PU: 60, 64, 73, 86-87, 93, 99 |
| Securities Salespeople buy and sell securities or offer financial services. | E | Entry: \$2,862 Average: \$6,037 Experienced: \$7,623 | 5,667 Employed 4% growth 2009-14 48 openings/year | Bachelor's Degree Finance U: 43, 48, 51-52; PU: 60, 64, 73, 86-87, 93, 99 |
| Tax Examiners determine the amount of taxes owed. | ERI | Entry: \$3,042 Average: \$4,387 Experienced: \$5,060 | 1,374 Employed 3.4% growth 2009-14 9 openings/year | Bachelor's Degree Accounting (4- or 5-year program) U: 36, 38, 43, 45, 48, 52; PU: 60, 64, 68, 73, 77-79, 86-90, 92-93, 97, 99, 102 |
| Tax Preparers interview clients, review tax records, and fill out tax returns. | CES | Entry: \$1,924 Average: \$3,243 Experienced: \$3,903 | 2,706 Employed 9.2% growth 2009-14 56 openings/year | Varies Income Tax Practitioner PCS: 195, 219 |

Section II - Career Search



What is the Government & Public Administration Career Cluster?

While virtually every occupation can be found within the Government & Public Administration Career Cluster, some activities are unique. The federal government defends us from foreign aggression; represents American interests abroad; deliberates, passes and enforces laws; and administers many different programs. State and local governments pass laws or ordinances and provide vital services to constituents. Training in this cluster can lead to careers in Governance, National Security, Foreign Service, Planning, Revenue and Taxation, Regulation, and Public Management and Administration.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|--|---|---|
| Animal Control Workers enforce animal control laws. | S | Entry: \$2,080 Average: \$3,007 Experienced: \$3,472 | 199 Employed 6.5% growth 2009-14 3 openings/year | On-the-job Training Animal Care and Training PCS: 158, 221, 249 |
| Compliance Officers & Inspectors enforce rules that protect the public. | E | Entry: \$3,271 Average: \$5,093 Experienced: \$6,003 | 5,487 Employed 4.1% growth 2009-14 47 openings/year | Varies Environmental Health & Safety Apprenticeship CC: 33; U: 36, 38; PU: 75-76; PCS: 161, 184, 315; AP: 349 |
| Coroners work to find the cause of deaths that are accidental, violent, or unexplained. | I | Entry: \$3,271 Average: \$5,092 Experienced: \$6,003 | No outlook information available. | Varies Medicine Pathology U: 45 |
| Court Clerks process legal records and perform other duties for a court of law. | C | Entry: \$2,399 Average: \$3,077 Experienced: \$3,416 | 6,641 Employed 6.2% growth 2009-14 86 openings/year | Varies Court Reporting CC: 10; PCS: 174-175 |
| Court Reporters record official court proceedings using stenotype machines. | C | Entry: \$4,013 Average: \$4,947 Experienced: \$5,415 | 198 Employed 6.2% growth 2009-14 3 openings/year | 1 to 2 Years Court Reporting CC: 10; PCS: 174-175 |
| Economists study laws and market forces to understand and predict changes in business cycles. | IAS | Entry: \$3,801 Average: \$5,812 Experienced: \$6,817 | 475 Employed 6.5% growth 2009-14 6 openings/year | Bachelor's Degree Economics U: 36, 43-45, 48, 52; PU: 78, 88, 92-93, 98, 101-102 |
| Government Benefits Interviewers help determine if people qualify for government assistance. | SIC | Entry: \$2,635 Average: \$3,226 Experienced: \$3,520 | 2,561 Employed 4.9% growth 2009-14 26 openings/year | Bachelor's Degree Social and Human Services CC: 6-7, 9-11, 14, 18, 20, 24-25; TC: 32-33; U: 43-45, 47-48, 51-52; PU: 79, 88, 90, 93, 97, 99 |
| Mail Carriers deliver mail to homes and businesses along an established route. | CRS | Entry: \$3,018 Average: \$3,779 Licensed: \$4,158 | 7,134 Employed .5% growth 2009-14 7 openings/year | On-the-job Training |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|-------------------------|--|--|---|
| Occupational Health & Safety Specialists investigate workplaces. They recommend ways to remove health hazards. | I | Entry: \$3,942 Average: \$5,077 Experienced: \$5,645 | 1,749 Employed 5.7% growth 2009-14 22 openings/year | Bachelor's Degree Environmental Health and Safety Apprenticeship CC: 7, 16; TC: 33; U: 36, 38; PU: 75-76; PCS: 161, 184, 315; AP: 349 |
| Postal Service Workers provide service to post office customers, sort mail, and/or deliver and pick up mail along a specified route. | C | Entry: \$3,163 Average: \$3,883 Experienced: \$4,243 | 1,501 Employed .5% growth 2009-14 1 opening/year | Varies |
| Social Science Research Assistants gather and analyze data for use by urban planners. | CSE | Entry: \$2,113 Average: \$2,759 Experienced: \$3,084 | 789 Employed 8.3% growth 2009-14 14 openings/year | Bachelor's Degree Urban and Regional Planning U: 43-45, 48 |
| Title Examiners & Searchers review records to verify the legal status of land. | C | Entry: \$2,383 Average: \$3,403 Experienced: \$3,912 | 1,258 Employed 4.6% growth 2009-14 12 openings/year | Varies Business Administration CC: 5-8, 10-11, 13, 15-17, 19, 21, 23-25, 27-29; U: 36, 38, 43-48, 50-52; PU: 53-54, 60, 63-64, 67, 69-70, 72-73, 75-76, 78-79, 86, 88-90, 92-93, 97-102 |
| Trash Collectors collect garbage and transport it to dumps or landfills. | RES | Entry: \$2,407 Average: \$3,331 Experienced: \$3,796 | 1,912 Employed 10.7% growth 2009-14 48 openings/year | On-the-job Training |
| Urban & Regional Planners conduct studies and develop proposals. They plan for the overall growth and improvement of urban, suburban, and rural areas. | E | Entry: \$4,153 Average: \$5,489 Experienced: \$6,157 | 2,475 Employed 7% growth 2009-14 37 openings/years | Master's Degree Urban and Regional Planning U: 43-45, 48 |
| Water Treatment Plant Operators treat water so it is safe to drink. They also remove pollutants from wastewater so it is safe to return to the environment. | R | Entry: \$3,179 Average: \$4,066 Experienced: \$4,509 | 1,011 Employed 5.2% growth 2009-14 11 openings/year | Varies/Certification Water and Wastewater Technology CC: 10 |

Section II - Career Search



What is the Health Science Career Cluster?

The Health Science Career Cluster orients students to careers that promote health, wellness, and diagnosis, as well as treat injuries and diseases. Some of the careers involve working directly with people, while others involve research into diseases or collecting and formatting data and information. Work locations are varied and may be in hospitals, medical or dental offices or laboratories, cruise ships, medivac units, sports arenas, space centers, or within the community. Training in this cluster can lead to careers in Therapeutic Services, Diagnostic Services, Health Informatics, Support Services, Biotechnology Research and Development.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|--|--|--|
| Athletic Trainers help athletes become fit so they can compete in sports. | SRE | No wage information available. | 268 Employed 8.3% growth 2009-14 5 openings/year | Bachelor's Degree Physical Education Exercise Science CC: 5, 24; TC: 33; U: 36, 43, 48-49, 52; PU: 55, 78, 88, 92, 98-99, 102; PCS: 121-124, 141, 164, 223, 312 |
| Dental Assistants help dentists with patient care, office tasks, and lab duties. | SAI | Entry: \$2,144 Average: \$2,889 Experienced: \$3,262 | 9,662 Employed 8.4% growth 2009-14 181 openings/year | Varies Dental Assisting CC: 21, 23, 29; TC: 30-35; PCS: 117-118, 134, 143-147, 150-151, 169, 177, 198, 245, 265-266, 280, 290, |
| Dental Hygienists clean teeth and teach clients how to prevent tooth decay and gum disease. | SAI | Entry: \$6,170 Average: \$6,864 Experienced: \$7,211 | 4,848 Employed 8.5% growth 2009-14 92 openings/year | 2 to 4 Years Dental Hygiene CC: 5-6, 16, 18-19, 29; TC: 33; U: 43, 45 |
| Dentists examine patients' teeth and mouth and correct dental problems. | I | Entry: \$6,136 Average: \$11,859 Experienced: \$14,655 | 2,761 Employed 8.3% growth 2009-14 50 openings/year | Doctor of Dentistry/License Dentistry U: 45 |
| Emergency Medical Technicians & Paramedics give emergency care to ill or injured people. | RSI | Entry: \$1,780 Average: \$3,288 Experienced: \$4,042 | 2,932 Employed 8.5% growth 2009-14 56 openings/year | Varies/Certification Emergency Medical Technician CC: 5-6, 13, 23, 25, 27; U: 36; PCS: 162-163 |
| Fitness Trainers & Aerobics Instructors demonstrate exercises and the use of exercise equipment to help customers control weight and become physically fit. | S | Entry: \$1,667 Average: \$3,054 Experienced: \$3,747 | 5,242 Employed 6.7% growth 2009-14 77 openings/year | Varies Exercise Science CC: 5, 24; TC: 33; U: 36, 43, 48-49; PU: 55, 78, 88, 92, 98, 102; PCS: 121-124, 141, 164, 223, 312 |
| Licensed Practical Nurses (LPNs) care for sick, injured, and disabled people. | SAC | Entry: \$2,789 Average: \$3,394 Experienced: \$3,695 | 9,861 Employed 7.3% growth 2009-14 158 openings/year | 1 to 2 Years/License Practical Nursing CC: 2, 4, 6, 8-10, 13-14, 20-23, 26-27, 29; TC: 30-34; PU: 79 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|-------------------------|--|---|--|
| Massage Therapists use their hands and arms to provide treatment to the body. | RES | Entry: \$2,763 Average: \$4,578 Experienced: \$5,486 | 5,223 Employed 7.5% growth 2009-14 86 openings/year | 1 Year/License Massage Therapy CC: 15, 28; TC: 32, 34; PCS: 108, 113, 116-118, 121-124, 135, 140-141, 155, 169, 171-172, 178, 198, 202, 205, 231, 247, 249-251, 267, 278, 287, 289, 382 |
| Medical Laboratory Technicians conduct tests to help detect, diagnose, and treat diseases. | I | Entry: \$2,207 Average: \$2,877 Experienced: \$3,212 | 2,600 Employed 8.2% growth 2009-14 47 openings/year | Associate Degree Medical Laboratory Technologies CC: 1, 3, 5, 7-8, 14, 16-17, 19-20, 23-24, 27, 29; TC: 32-35; U: 45; PU: 93; PCS: 117-118, 125, 146, 199, 265-266 |
| Nursing Assistants give personal care to patients in hospitals and nursing homes. They work under the direction of nurses and doctors. | S | Entry: \$1,617 Average: \$2,023 Experienced: \$2,226 | 23,639 Employed 7.3% growth 2009-14 376 openings/year | Varies Nursing Assistant CC: 1-2, 7-12, 14, 20-22, 25, 27; TC: 31, 33-35; PCS: 160, 163, 196, 199, 213, 222, 254-255, 262, 268, 270, 294 |
| Pharmacists dispense drugs and provide information about their use. | I | Entry: \$6,048 Average: \$7,275 Experienced: \$7,887 | 4,688 Employed 3.9% growth 2009-14 40 openings/year | Doctor of Pharmacy/License Pharmacy U: 45, 48-49 |
| Pharmacy Technicians help pharmacists provide drugs and other health care products to patients. | REC | Entry: \$2,290 Average: \$2,737 Experienced: \$2,957 | 4,666 Employed 3.4% growth 2009-14 34 openings/year | Varies Pharmacy Technician CC: 5, 7, 9, 13, 20, 23, 25, 29; TC: 32, 34; PCS: 117-118, 143, 145-148, 150-151, 198, 265-266 |
| Physical Therapists treat patients to relieve their pain and increase strength and mobility. | SIE | Entry: \$4,325 Average: \$5,462 Experienced: \$6,032 | 3,994 Employed 8.7% growth 2009-14 78 openings/year | Master's Degree/License Physical Therapy U: 43, 45; PU: 98 |
| Physician Assistants provide health care services under the supervision of doctors. | ISA | Entry: \$5,283 Average: \$6,543 Experienced: \$7,173 | 1,601 Employed 7.7% growth 2009-14 27 openings/year | Bachelor's Degree Plus 2 Years/License MEDEX (Physician Assistants) U: 45 |
| Radiologic Technologists & X-Ray Technicians use special equipment to create images of internal organs, tissues, and bones. | I | Entry: \$3,470 Average: \$4,527 Experienced: \$5,054 | 3,774 Employed 8.1% growth 2009-14 68 openings/year | Varies Radiologic Technology CC: 1, 6, 15, 25, 27, 29; TC: 31; PCS: 117-118, 143, 169, 265-266 |
| Registered Nurses care for patients who are ill or injured. | S | Entry: \$3,933 Average: \$5,294 Experienced: \$5,975 | 48,077 Employed 7.9% growth 2009-14 840 openings/year | 2 to 4 Years/License Registered Nursing (2-year program) Registered Nursing (4-year and advanced programs) CC: 1-2, 4-6, 8-9, 11-15, 17-21, 23, 25-29; TC: 31; U: 43, 45-49; PU: 78, 86-88, 92-93, 99, 102 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|--|--|
| Veterinarians treat animal health problems. They work to prevent, control, and cure animal disease. | I | Entry: \$4,493 Average: \$6,278 Experienced: \$7,173 | 1,839 Employed 11.7% growth 2009-14 50 openings/year | 6 or More Years/License Veterinary Medicine U: 48 |
| Veterinary Technologists & Technicians perform various animal healthcare duties to help veterinarians. | ISR | Entry: \$1,903 Average: \$2,470 Experienced: \$2,751 | 1,142 Employed 12.7% growth 2009-14 35 openings/year | Associate Degree Veterinary Technology CC: 16, 29; TC: 31; PCS: 117-118, 265-266 |



Career and technical education (CTE) will provide you with self-confidence, opportunities, options, challenges, and the leadership skills necessary for a successful start toward your future.

What Do You Want To Do With The Rest of Your Life?

Whichever career option you choose, postsecondary education and training will be essential. Experts estimate that 75 percent of all ‘new jobs’ will require some level of postsecondary education. And because of the changing dynamics of the workplace, the average worker entering the workplace today is expected to have many careers in his or her lifetime. More than ever, flexibility rooted in the ability to learn and relearn with in-demand skills will be the keys to success in the workplace of the future.

Section II - Career Search



What is the Hospitality & Tourism Career Cluster?

The Hospitality & Tourism Career Cluster prepares learners for careers in the management, marketing, and operations of restaurants and other food services, lodging, attractions, recreational events, and travel-related services. Hospitality operations are located in communities throughout the world. Training in this cluster can lead to professions in Restaurant and Food/Beverage Services; Lodging; Travel and Tourism; and Recreation, Amusements, and Attractions.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|--|---|---|
| Bakers mix and bake ingredients to produce breads, pastries, and other baked goods. | R | Entry: \$1,593 Average: \$2,357 Experienced: \$2,742 | 3,796 Employed 3% growth 2009-14 24 openings/year | Varies Baking CC: 5, 18, 22-23; TC: 33-34; PCS: 119, 208 |
| Bartenders prepare and serve drinks to customers in bars and restaurants. | S | Entry: \$1,414 Average: \$1,811 Experienced: \$2,011 | 11,236 Employed 5.4% growth 2009-14 132 openings/year | Varies Mixology/Commercial Bartending PCS: 131-132 |
| Casino Gaming Workers exchange money, monitor activities, or conduct games such as poker or keno. | C | Entry: \$1,355 Average: \$1,693 Experienced: \$1,973 | 6,089 Employed 8.8% growth 2009-14 125 openings/year | Varies Casino & Gaming Operations CC: 8, PCS: 138, 156-157, 269, 283 |
| Chefs & Dinner Cooks measure, mix, and cook food according to recipes. | R | Entry: \$1,579 Average: \$2,111 Experienced: \$4,153 | 28,403 Employed 6% growth 2009-14 372 openings/year | Varies Culinary Arts CC: 5-7, 14, 18, 20-23, 26; TC: 30-34; PCS: 119, 208, 316 |
| Fast Food Cooks prepare food for customers at fast food restaurants. | R | Entry: \$1,411 Average: \$1,531 Experienced: \$1,591 | 5,713 Employed 5.6% growth 2009-14 70 openings/year | On-the-job Training |
| Hotel & Motel Managers make sure guests receive good service. | ESR | Entry: \$4,203 Average: \$6,529 Experienced: \$7,694 | 506 Employed 4.9% growth 2009-14 5 openings/year | Varies Hotel/Restaurant Management CC: 5, 7, 11, 14-15, 20, 23, 26; TC: 32-33; U: 48; PU: 73; PCS: 208, 316 |
| Hotel Desk Clerks perform a variety of services for hotel guests. | ECS | Entry: \$1,413 Average: \$1,695 Experienced: \$1,837 | 2,847 Employed 4.4% growth 2009-14 27 openings/year | On-the-job Training |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|-------------------------|---|---|--|
| Janitors keep buildings clean and in good condition. | RES | Entry: \$1,541 Average: \$2,080 Experienced: \$2,350 | 44,924 Employed 8.7% growth 2009-14 875 openings/year | On-the-job Training |
| Professional Athletes compete in athletic events as members of a team or as individuals. | S | Entry: \$2,007 Average: \$7,791 Experienced: \$10,683 | 286 Employed 6.5% growth 2009-14 4 openings/year | Varies |
| Recreation Guides organize and conduct hunting, fishing, rafting, or similar trips in scenic and wilderness areas. | R | Entry: \$2,404 Average: \$3,023 Experienced: \$3,333 | 110 Employed 8.3% growth 2009-14 2 openings/year | On-the-job Training Travel/Tourism Consulting CC: 7, 11; PCS: 208 |
| Restaurant Hosts & Hostesses greet customers and escort them to tables. | ESC | Entry: \$1,407 Average: \$1,525 Experienced: \$1,583 | 7,993 Employed 5.8% growth 2009-14 100 openings/year | On-the-job Training Dining Room Service CC: 6 |
| Restaurant Managers plan and direct the activities of places that serve food and beverages. | E | Entry: \$4,139 Average: \$6,165 Experienced: \$7,179 | 2,907 Employed 5.8% growth 2009-14 36 openings/year | Varies Hotel/Restaurant Management CC: 5, 7, 11, 14-15, 20, 23, 26; TC: 32-33; U: 48; PU: 73; PCS: 208, 316 |
| Tour Guides develop and oversee activities for groups of tourists or visitors. | ESC | Entry: \$1,581 Average: \$2,116 Experienced: \$2,383 | 481 Employed 6.4% growth 2009-14 7 openings/year | On-the-job Training Travel/Tourism Consulting CC: 7, 11; PCS: 208 |
| Travel Agents plan trips and make travel arrangements for their clients. | ECS | Entry: \$1,976 Average: \$2,997 Experienced: \$3,507 | 3,532 Employed 7.4% growth 2009-14 62 openings/year | 6 to 12 Weeks Travel/Tourism Consulting CC: 7, 11; PCS: 208 |
| Umpires & Referees observe players and regulate the play of sports events. | E | No wage information available. | 586 Employed 6.6% growth 2009-14 8 openings/year | Varies Physical Education U: 36, 43, 48, 52; PU: 78, 88, 92, 99, 102 |
| Waiters & Waitresses serve food in restaurants and other dining establishments. | ECS | Entry: \$1,413 Average: \$1,830 Experienced: \$2,040 | 47,057 Employed 5.9% growth 2009-14 600 openings/year | On-the-job Training Dining Room Service CC: 6 |

Section II - Career Search



What is the Human Services Career Cluster?

This diverse Career Cluster prepares individuals for employment in career pathways related to families and human needs. Training in the Human Services Cluster can lead to professions in Early Childhood Development and Services, Counseling and Mental Health Services, Family and Community Services, Personal Care Services, and Consumer Services.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|---|--|
| Addictions Counselors help people overcome alcohol, drug, gambling, and other dependencies. | SEA | Entry: \$2,021 Average: \$2,765 Experienced: \$3,137 | 1,848 Employed 7% growth 2009-14 29 openings/year | Varies Chemical Dependency Counseling CC: 1, 5-7, 11-12, 15-16, 18, 24, 27, 29; |
| Child Care Workers supervise, care for, and teach children in day-care programs. | SAE | Entry: \$1,407 Average: \$1,603 Experienced: \$1,700 | 38,820 Employed 3.7% growth 2009-14 285 openings/year | Varies Child Care Provider CC: 2, 4-5, 13-15, 18; TC: 30, 33-34 |
| Clergy provide spiritual leadership. | SAE | Entry: \$2,635 Average: \$3,817 Experienced: \$4,408 | 851 Employed 6.1% growth 2009-14 11 openings/year | 4 to 6 Years Ministry PU: 78, 86, 93, 98-99, 102 |
| Funeral Attendants assist mourners and funeral directors during wakes and funerals. | ESR | Entry: \$1,551 Average: \$3,035 Experienced: \$3,775 | 202 Employed 5.5% growth 2009-14 2 openings/year | On-the-job Training |
| Interpreters & Translators convert spoken or written words from one language into another. | S | Entry: \$2,744 Average: \$3,671 Experienced: \$4,132 | 1,167 Employed 9.1% growth 2009-14 24 openings/year | Varies Translation and Interpretation CC: 1 |
| Mental Health Counselors help people manage or overcome a range of mental illnesses and emotional problems. | SAE | Entry: \$2,593 Average: \$3,434 Experienced: \$3,853 | 3,410 Employed 7% growth 2009-14 53 openings/year | Master's Degree/License Clinical Psychology U: 36, 43, 52; PU: 53-54, 56-60, 66, 78, 86-88, 90, 92, 98, 100 |
| Psychologists counsel people who have life or emotional problems. They also study human behavior and mental processes. | I | Entry: \$3,344 Average: \$4,937 Experienced: \$5,736 | 3,476 Employed 8.1% growth 2009-14 60 openings/year | Master's or Doctoral Degree/License Psychology U: 36, 43-45, 48, 50, 52; PU: 53, 55, 59, 70, 78-79, 88-90, 92-93, 98-99, 101-102 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|--|---|---|
| Recreation Workers organize and lead leisure activities. | E | Entry: \$1,482 Average: \$2,068 Experienced: \$2,361 | 7,735 Employed 6.2% growth 2009-14 102 openings/year | Varies Recreation Management Recreation Technology TC: 31; U: 36, 43, 52; PU: 93 |
| Rehabilitation Counselors help people with physical, mental, social, or emotional disabilities adjust to their conditions and become self-sufficient. | S | Entry: \$1,830 Average: \$2,749 Experienced: \$3,208 | 10,745 Employed 6.7% growth 2009-14 159 openings/year | Master's Degree Guidance and Counseling CC: 7; U: 36, 43-44, 48, 50, 52; PU: 60, 68-69, 78-79, 90, 92-93, 98-99, 102 |
| Residential Counselors care for the people who live in their building. They may also maintain the building. | SEC | Entry: \$1,413 Average: \$2,063 Experienced: \$2,387 | 1,558 Employed 6.2% growth 2009-14 21 openings/year | Varies Social and Human Services CC: 6-7, 9-11, 14, 18, 20, 24-25; TC: 32-33; U: 43-45, 47-48, 51-52; PU: 79, 88, 90, 93, 97, 99 |
| School Counselors help students learn about career and educational choices. They counsel students about personal problems. | S | Entry: \$3,111 Average: \$4,103 Experienced: \$4,599 | 4,213 Employed 8.1% growth 2009-14 74 openings/year | Master's Degree/Certification Guidance and Counseling CC: 7; U: 36, 43-44, 48, 50, 52; PU: 60, 68-69, 78, 79, 90, 92-93, 98-99, 102 |
| Social & Community Service Managers plan and direct social service programs. | S | Entry: \$4,961 Average: \$7,058 Experienced: \$8,107 | 927 Employed 6.9% growth 2009-14 14 openings/year | Bachelor's Degree Social and Human Services CC: 6-7, 9-11, 14, 18, 20, 24-25; TC: 32-33; U: 43-45, 47-48, 51-52; PU: 79, 88, 90, 93, 97, 99 |
| Social & Human Service Assistants help clients get social services. | S | Entry: \$1,588 Average: \$2,030 Experienced: \$2,252 | 5,522 Employed 7.8% growth 2009-14 98 openings/year | Varies Social and Human Services CC: 6-7, 9-11, 14, 18, 20, 24-25; TC: 32-33; U: 43-45, 47-48, 51-52; PU: 79, 88, 90, 93, 97, 99 |
| Social Workers help people solve social, financial, and health problems. | S | Entry: \$2,127 Average: \$3,751 Experienced: \$4,548 | 9,529 Employed 7% growth 2009-14 149 openings/year | 4 to 6 Years Social and Human Services CC: 6-7, 9-11, 14, 18, 20, 24-25; TC: 32-33; U: 43-45, 47-48, 51-52; PU: 79, 88, 90, 93, 97, 99 |
| Sociologists study human society and social behavior. | I | No wage information available. | 159 Employed 8.1% growth 2009-14 3 openings/year | Master's Degree Sociology U: 36, 43-45, 48, 51-52; PU: 70, 78, 88, 90, 92-93, 98-99, 101-102 |

Section II - Career Search



What is the Information Technology Career Cluster?

Information Technology careers involve design, development, support, and management of hardware, software, multimedia, and systems integration services. The industry is a dynamic and entrepreneurial working environment that has a revolutionary impact on the economy and society. Training in the Information Technology Career Cluster can lead to professions in Network Systems, Information Support and Services, Programming and Software Development, and Interactive Media.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|---|--|---|
| Computer & Information Systems Managers direct the work of computer-related workers. | I | Entry: \$6,200 Average: \$9,204 Experienced: \$10,707 | 5,153 Employed 7.7% growth 2009-14 90 openings/year | 4 to 6 Years Information Systems Management U: 43, 45, 48-49, 51-52; PU: 60, 63, 67, 73, 87, 89, 92, 97, 99-100 |
| Computer Engineers design and test computer hardware and software. | I | Entry: \$5,148 Average: \$7,091 Experienced: \$8,018 | 35,732 Employed 12.5% growth 2009-14 1,058 openings/year | Bachelor's Degree Computer Engineering U: 45, 48; PU: 73-74, 78, 88, 92, 99 |
| Computer Network & Data Communications Analysts design, test, and evaluate network systems. | RSI | Entry: \$3,841 Average: \$5,859 Experienced: \$6,867 | 6,745 Employed 8.7% growth 2009-14 131 openings/year | Varies Computer Network Technology CC: 1, 3, 5-7, 10-22, 23-29; TC: 30-35; U: 36, 48; PU: 67, 73, 102; PCS: 125, 148, 150-151, 167-168, 174-175, 198, 206-207, 238-241, 292-293 |
| Computer Operators load, run, and monitor computer systems. | CSR | Entry: \$2,260 Average: \$3,139 Experienced: \$3,578 | 2,220 Employed 6.8% growth 2009-14 34 openings/year | Varies Business Computer Science CC: 1, 5-8, 10, 14, 23-24, 29; TC: 30, 33; U: 52; PU: 60, 67, 73, 79, 92, 98-99, 102; PCS: 238, 292-293 |
| Computer Programmers write and test the instructions that computers follow to perform tasks. | I | Entry: \$4,422 Average: \$7,114 Experienced: \$8,459 | 12,440 Employed 14% growth 2009-14 409 openings/year | Bachelor's Degree Computer Programming CC: 1-4, 6-8, 11-12, 14, 16-22, 25, 27, 29; TC: 30, 32-34; U: 52; PU: 60, 67, 74, 79, 99; PCS: 125, 238, 240-241, 292-293 |
| Computer Security Specialists set up plans to protect companies' information and technology from outsiders. | CIS | Entry: \$3,928 Average: \$5,632 Experienced: \$6,484 | No outlook information available. | Varies Computer and Information Systems Security CC: 7, 10, 13-14, 19, 24-25, 28; TC: 32-33; PU: 73; PCS: 125, 238, 240, 292-293 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|-------------------------|--|--|---|
| Computer Support Specialists help people solve problems with their computer hardware and software. | S | Entry: \$2,574 Average: \$4,139 Experienced: \$4,921 | 14,615 Employed 10.6% growth 2009-14 359 openings/year | Varies Computer Support Specialist CC: 1, 3, 5, 7-11, 14, 16-22, 24-29; TC: 30-31, 33; PCS: 125, 152, 167-168, 206-207, 238-241, 293 |
| Computer Systems Administrators design, install, and support an organization's computer system. | ECI | Entry: \$3,928 Average: \$5,632 Experienced: \$6,484 | 9,422 Employed 7.4% growth 2009-14 155 openings/year | Bachelor's Degree Technology Management CC: 8, 13; TC: 31; U: 36, 38, 45, 52; PU: 73, 76, 88, 97 |
| Computer Systems Analysts improve existing computer systems. They also plan and develop new systems. | I | Entry: \$4,479 Average: \$6,141 Experienced: \$6,975 | 15,751 Employed 6.8% growth 2009-14 233 openings/year | Bachelor's Degree Computer Science CC: 7; U: 36, 43-48, 50-52; PU: 56, 59, 74, 78-79, 87-90, 92-93, 98-99, 102 |
| Database Administrators create and maintain computer database systems. | I | Entry: \$3,927 Average: \$6,072 Experienced: \$7,141 | 2,343 Employed 7.2% growth 2009-14 38 openings/year | Bachelor's Degree Database Design and Administration CC: 1, 3, 6-8, 10-11, 16, 18-21; TC: 30, 32-33; PCS: 125, 238, 241, 292-293 |
| Desktop Publishers format type and graphic elements using computer software to produce publication-ready material. | A | Entry: \$2,265 Average: \$3,221 Experienced: \$3,697 | 711 Employed 4.4% growth 2009-14 7 openings/year | Varies Graphic Arts/Printing CC: 5, 11, 14, 18-19, 29; TC: 32-33; U: 51; PU: 92, 99; PCS: 263 |
| Web Specialists design, operate, and maintain web sites on the Internet and private networks called intranets. | I | No wage information available. | No outlook information available. | Bachelor's Degree Web Design CC: 3, 5-8, 14-15, 18-26, 29; TC: 30, 32-33; U: 51- 52; PU: 60, 67, 71, 79, 99; PCS: 119, 125, 206-207, 240-241, 279, 293 |

Section II - Career Search



What is the Law, Public Safety, Corrections & Security Career Cluster?

The Law, Public Safety, Corrections & Security Career Cluster helps prepare students for careers in planning, managing, and providing legal, public safety, protective services, and homeland security, including professional and technical support services. Training can lead to professions in Corrections Services, Emergency and Fire Management Services, Security and Protective Services, Law Enforcement Services, and Legal Services.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|--|---|--|
| Bailiffs enforce the rules of behavior in courtrooms. | ESR | Entry: \$2,430 Average: \$3,319 Experienced: \$3,765 | 270 Employed 6% growth 2009-14 3 openings/year | Varies Criminal Justice and Law Enforcement CC: 1, 4, 6, 8-12, 14-16, 19-20, 23, 25-26, 28-29; TC: 32; U: 36, 38, 43, 48-49, 51; PU: 56, 59, 70, 72, 78, 87, 89-90, 97; PCS: 144 |
| Corrections Officers keep order and enforce rules in jails and prisons. | S | Entry: \$2,603 Average: \$3,290 Experienced: \$3,633 | 6,853 Employed 5.4% growth 2009-14 77 openings/year | Varies Corrections CC: 4, 8, 10, 15-16, 23, 26; U: 36 |
| Detectives & Investigators gather facts and evidence for criminal cases. | S | Entry: \$4,266 Average: \$5,514 Experienced: \$6,138 | 1,116 Employed 3.6% growth 2009-14 8 openings/year | Varies Criminal Justice and Law Enforcement CC: 1, 4, 6, 8-12, 14-16, 19-20, 23, 25-26, 28-29; TC: 32; U: 36, 38, 43, 48-49, 51; PU: 56, 59, 70, 72, 78, 87, 89-90, 97; PCS: 144 |
| Emergency Management Specialists coordinate disaster response or crisis management activities and prepare emergency plans and procedures for disasters or hostage situations. | ESA | Entry: \$3,161 Average: \$4,529 Experienced: \$5,213 | 315 Employed 6% growth 2009-14 4 openings/year | Varies Emergency Management CC: 16; TC: 32; U: 45, 52 |
| Fire Fighters put out fires and rescue people who are in danger. | RES | Entry: \$2,865 Average: \$4,285 Experienced: \$4,995 | 4,673 Employed 5.7% growth 2009-14 56 openings/year | Varies Fire Science CC: 1-2, 6-8, 10, 12, 14, 20-21, 23, 26-27, 29; TC: 30 |
| Fire Investigators determine the origin and causes of fires. | I | Entry: \$4,155 Average: \$5,268 Experienced: \$5,822 | 222 Employed 5.1% growth 2009-14 2 openings/year | Varies Fire Science CC: 1-2, 6-8, 10, 12, 14, 20-21, 23, 26-27, 29; TC: 30 |
| Judges & Hearing Officers review cases and make decisions about them based on the law. | S | Entry: \$4,824 Average: \$6,748 Experienced: \$8,479 | 1,135 Employed 5% growth 2009-14 12 openings/year | 7 or More Years Law U: 45; PU: 78, 93 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|-------------------------|--|---|---|
| Law Clerks research, write, and read legal arguments. They summarize information for lawyers or judges. | SEC | Entry: \$2,264 Average: \$3,274 Experienced: \$3,779 | 667 Employed 4.7% growth 2009-14 7 openings/year | 7 or More Years Law U: 45; PU: 78, 93 |
| Law Enforcement Officers keep order in their communities and make sure people follow laws. | S | Entry: \$3,773 Average: \$4,761 Experienced: \$5,254 | 8,549 Employed 5.7% growth 2009-14 103 openings/year | Varies Criminal Justice and Law Enforcement CC: 1, 4, 6, 8-12, 14-16, 19-20, 23, 25-26, 28-29; TC: 32; U: 36, 38, 43, 48-49, 51; PU: 56, 59, 70, 72, 78, 87, 89-90, 97; PCS: 144 |
| Lawyers study, explain, and apply laws to specific problems. | S | Entry: \$4,339 Average: \$7,956 Experienced: \$9,767 | 15,960 Employed 5.9% growth 2009-14 201 openings/year | 7 or More Years Law U: 45; PU: 78, 93 |
| Life Guards & Ski Patrollers monitor recreational areas, such as lakes and ski runs. They rescue people and provide first aid when needed. | E | Entry: \$1,406 Average: \$1,650 Experienced: \$1,773 | 1,817 Employed 6.6% growth 2009-14 26 openings/year | Varies Emergency Medical Technician CC: 5-6, 13, 23, 25, 27; U: 36; PCS: 162-163 |
| Paralegals research and investigate facts for lawyers. | E | Entry: \$2,855 Average: \$3,988 Experienced: \$4,553 | 4,567 Employed 6.3% growth 2009-14 63 openings/year | Varies Paralegal CC: 5-7, 10-11, 16, 20-21, 23, 25, 28; U: 36; PU: 72; PCS: 186-187 |
| Police & Detective Supervisors manage police departments and the officers and detective who work there. | E | Entry: \$5,099 Average: \$6,119 Experienced: \$6,628 | 1,849 Employed 5.7% growth 2009-12 22 openings/year | Varies Criminal Justice and Law Enforcement CC: 1, 4, 6, 8-12, 14-16, 19-20, 23, 25-26, 28-29; TC: 32; U: 36, 38, 43, 48-49, 51; PU: 56, 59, 70, 72, 78, 87, 89-90, 97; PCS: 144 |
| Private Detectives & Investigators assist lawyers, businesses, and the public with a variety of cases. | E | Entry: \$2,149 Average: \$3,612 Experienced: \$4,345 | 702 Employed 6.1% growth 2009-14 9 openings/year | Bachelor's Degree Criminal Justice and Law Enforcement CC: 1, 4, 6, 8-12, 14-16, 19-20, 23, 25-26, 28-29; TC: 32; U: 36, 38, 43, 48-49, 51; PU: 56, 59, 70, 72, 78, 87, 89-90, 97; PCS: 144 |
| Probation Officers help legal offenders adjust to life in the community. | SIE | Entry: \$2,940 Average: \$3,799 Experienced: \$4,229 | 3,171 Employed 5.3% growth 2009-14 35 openings/year | Bachelor's Degree Social and Human Services CC: 6-7, 9-11, 14, 18, 20, 24-25; TC: 32-33; U: 43-45, 47-48, 51-52; PU: 79, 88, 90, 93, 97, 99 |
| Security Guards protect property from illegal entry, vandalism, theft, and fire. | S | Entry: \$1,617 Average: \$2,285 Experienced: \$2,621 | 15,298 Employed 9.3% growth 2009-14 321 openings/year | Varies Criminal Justice and Law Enforcement CC: 1, 4, 6, 8-12, 14-16, 19-20, 23, 25-26, 28-29; TC: 32; U: 36, 38, 43, 48-49, 51; PU: 56, 59, 70, 72, 78, 87, 89-90, 97; PCS: 144 |

Section II - Career Search



What is the Manufacturing Career Cluster?

The Manufacturing Career Cluster prepares learners for careers in planning, managing, and performing the processing of materials into intermediate or final products. Careers also include related professional and technical support activities, such as production planning and control, maintenance, and manufacturing/process engineering. Training in this cluster can lead to professions in Production; Manufacturing Production Process Development; Maintenance, Installation and Repair; Quality Assurance; Logistics and Inventory Control; Health, Safety and Environmental Assurance.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|---|--|
| Airplane Assemblers fit and install aircraft skins, frames, controls, and other systems. | R | No wage information available. | 5,222 Employed 5.4% decrease 2009-14 0 openings/year | Varies Aviation Maintenance CC: 2, 8, 22-23; TC: 32; PU: 75-76; PCS: 288, 320 |
| Boilermakers build, install, and repair boilers. They also work on other large containers that hold liquids and gases. | R | Entry: \$1,491 Average: \$3,546 Experienced: \$4,574 | 335 Employed 4.5% growth 2009-14 4 openings/year | Apprenticeship |
| Dental Laboratory Technicians make and repair dentures, crowns, and bridges. | R | Entry: \$2,219 Average: \$3,342 Experienced: \$3,902 | 1,360 Employed 9.4% growth 2009-14 28 openings/year | Varies Dental Laboratory Technology TC: 30 |
| Forklift Operators use tractors to lift and move heavy loads of materials. | RCE | Entry: \$1,869 Average: \$2,796 Experienced: \$3,262 | 15,005 Employed 4.5% growth 2009-14 148 openings/year | On-the-job Training |
| Industrial Designers develop a wide variety of manufactured products. | A | Entry: \$2,893 Average: \$4,666 Experienced: \$5,552 | 773 Employed 6% growth 2009-14 10 openings/year | Bachelor's Degree Industrial Design U: 43, 45, 52; PCS: 119 |
| Industrial Electronics Repairers install, maintain, and fix complex electronic equipment. | R | Entry: \$2,824 Average: \$4,271 Experienced: \$4,994 | 2,261 Employed 0% growth 2009-14 0 openings/year | Varies Electronics Technology Apprenticeship CC: 4-5, 7, 12-14, 20, 23, 25; TC: 30-34; PU: 73; PCS: 198; AP: 327, 331, 341-342 |
| Industrial Production Managers coordinate resources and activities to produce millions of products every year. | E | Entry: \$4,465 Average: \$7,490 Experienced: \$9,003 | 2,352 Employed 1.7% growth 2009-14 8 openings/year | Bachelor's Degree Engineering Management U: 36, 43, 45, 48-49, 52; PU: 63, 67, 87, 90 |
| Locksmiths install and repair locks and safes. | REC | Entry: \$1,912 Average: \$2,933 Experienced: \$3,444 | 777 Employed 11.1% growth 2009-14 20 openings/year | On-the-job Training |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|-------------------------|--|---|---|
| Machinists use machine tools to produce precision metal parts. | R | Entry: \$2,428 Average: \$3,500 Experienced: \$4,037 | 5,082 Employed 1.6% growth 2009-14 18 openings/year | Varies Machine Technology Apprenticeship CC: 5-6, 12, 19, 23, 26, 29; TC: 30-34; PCS: 263; AP: 340 |
| Material Moving Machine Operators use machines to move earth, mining products, and other heavy loads. | RES | Entry: \$1,933 Average: \$3,245 Experienced: \$6,868 | 2,194 Employed 4% growth 2009-14 18 openings/year | Varies Heavy Equipment Operator Apprenticeship PCS: 315; AP: 327-328, 337, 347, 349 |
| Ophthalmic Laboratory Technicians make lenses for eyeglasses and equipment such as telescopes. | R | Entry: \$1,692 Average: \$2,340 Experienced: \$2,662 | 318 Employed 6.9% growth 2009-14 5 openings/year | Varies No approved/accredited training programs in Washington |
| Photograph Processing Workers develop film and make prints or slides. | R | Entry: \$1,468 Average: \$2,198 Experienced: \$2,513 | 1,860 Employed 7.2% growth 2009-14 30 openings/year | On-the-job Training Photography CC: 18-19, 24; U: 45; PU: 71; PCS: 119 |
| Quality Control Inspectors examine products to make sure they meet standards. | R | Entry: \$1,848 Average: \$3,396 Experienced: \$4,170 | 8,339 Employed 1.5% growth 2009-14 27 openings/year | On-the-job Training |
| Vehicle Painters prepare and paint cars, trucks, airplanes, farm equipment, and other vehicles. | RCE | Entry: \$2,368 Average: \$4,013 Experienced: \$4,836 | 1,608 Employed 1.4% growth 2009-14 5 openings/year | On-the-job Training Autobody Refinishing CC: 6, 10, 22-23, 26; TC: 30-34; PCS: 308 |
| Welders & Solderers use heat to permanently join pieces of metal. | R | Entry: \$2,324 Average: \$3,285 Experienced: \$3,765 | 7,233 Employed 1.3% growth 2009-14 22 openings/year | Varies Welding Technology Apprenticeship CC: 2, 4-6, 8-10, 12, 14-15, 20-23, 26; TC: 30-34; PCS: 258 |
| Woodworkers operate machines that cut, shape, assemble, and finish raw wood products to make wood components of homes or home furniture and accessories. | R | Entry: \$1,773 Average: \$2,473 Experienced: \$2,824 | 3,005 Employed 0% growth 2009-14 0 openings/year | On-the-job Training Cabinetmaking and Millwork Apprenticeship CC: 18; TC: 30; AP: 332 |

Section II - Career Search



What is the Marketing, Sales & Service Career Cluster?

The Marketing, Sales & Service Career Cluster prepares learners for careers in planning, managing, and performing marketing activities to reach organizational objectives. Training can lead to professions in Management and Entrepreneurship, Professional Sales and Marketing, Buying and Merchandising, Marketing Communications and Promotion, Marketing Information Management and Research, Distribution and Logistics, and E-Marketing.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|---|---|--|
| Advertising Managers plan and direct ads for businesses. | E | Entry: \$5,042 Average: \$9,043 Experienced: \$11,043 | 510 Employed 7.1% growth 2009-14 8 openings/year | Bachelor's Degree Advertising U: 48 |
| Advertising Salespeople sell air time on radio and TV stations. They also sell page space in newspapers and magazines. | E | Entry: \$2,449 Average: \$4,694 Experienced: \$5,815 | 3,005 Employed 6.3% growth 2009-14 40 openings/year | Bachelor's Degree Advertising U: 48 |
| Automobile Electronics Installers & Repairers install, diagnose, or repair automobile entertainment, communications, security, and navigation systems. | R | Entry: \$1,709 Average: \$2,099 Experienced: \$2,293 | 366 Employed 0.8% growth 2009-14 1 opening/year | Varies Electronics Technology Apprenticeship CC: 4-5, 7, 12-14, 20, 23, 25; TC: 30-34; PU: 73; PCS: 198; AP: 327, 331, 341-342 |
| Buyers & Purchasing Agents try to buy the best products at the lowest possible prices. | E | Entry: \$2,487 Average: \$4,288 Experienced: \$5,538 | 13,146 Employed 2.8% growth 2009-14 83 openings/year | Bachelor's Degree Purchasing Management CC: 19; U: 36 |
| Cashiers ring up sales and receive payments for merchandise. | C | Entry: \$1,418 Average: \$1,919 Experienced: \$2,168 | 74,282 Employed 2.3% growth 2009-14 369 openings/year | On-the-job Training Cashier-Checker Training TC: 30 |
| Coin & Vending Machine Repairers install, maintain, and repair coin machines. | R | Entry: \$2,106 Average: \$2,798 Experienced: \$3,144 | 927 Employed 3.8% growth 2009-14 8 openings/year | On-the-job Training Electronics Technology Apprenticeship CC: 4-5, 7, 12-14, 20, 23, 25; TC: 30-34; PU: 73; PCS: 198; AP: 327, 331, 341-342 |
| Computer Equipment Repairers maintain and fix computers and related equipment. | RIS | Entry: \$1,891 Average: \$3,073 Experienced: \$3,664 | No outlook information available. | 2 Years Computer Service Technology CC: 9, 19-20; TC: 31-32 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|-------------------------|---|---|---|
| Fashion Designers design clothes and accessories for manufacture and sale to the public. | A | Entry: \$3,406 Average: \$4,898 Experienced: \$5,645 | 153 Employed 1.4% growth 2009-14 0 openings/year | Bachelor's Degree Apparel Design CC: 18; TC: 30; U: 45, 48; PU: 93; PCS: 119, 243 |
| Floral Designers cut and arrange live, dried, and artificial flowers and plants. | ARE | Entry: \$1,614 Average: \$2,220 Experienced: \$2,522 | 2,158 Employed 1.1% growth 2009-14 5 openings/year | Varies Floral Design CC: 23; TC: 32-33; PCS: 189-190 |
| Hairstylists & Cosmetologists wash, cut, color, perm, and style customers' hair, and apply makeup. | S | Entry: \$1,565 Average: \$2,239 Experienced: \$2,577 | 13,935 Employed 5.9% growth 2009-14 179 openings/year | 9 Months to 2 Years/License Cosmetology CC: 14; TC: 33-35; PCS: 356-438 |
| Interior Designers plan and design spaces and furnish interiors. | AES | Entry: \$2,338 Average: \$3,607 Experienced: \$4,243 | 1,403 Employed 8.1% growth 2009-14 26 openings/year | Varies Interior Design (1- or 2-year program) Interior Design (3- or 4-year program) CC: 1, 11, 24; TC: 32 U: 48-49; PU: 71, 92; PCS: 119 |
| Merchandise Displayers plan and build displays in windows, retail stores, and at trade shows. | A | Entry: \$1,739 Average: \$2,506 Experienced: \$2,893 | 2,508 Employed 5.2% growth 2009-14 28 openings/year | On-the-job Training Fashion Merchandising CC: 7, 16, 19, 24; U: 36, 48; PU: 92; PCS: 119 |
| Motorcycle Mechanics maintain and repair motorcycles. They also work on all-terrain vehicles, motor scooters, and mopeds. | RIE | Entry: \$1,938 Average: \$2,692 Experienced: \$3,068 | 558 Employed 10.6% growth 2009-14 14 openings/year | Varies Power Equipment Technology CC: 23; TC: 30, 33; PCS: 309-310 |
| Real Estate Agents help clients buy, sell, or lease land or property. | ESC | Entry: \$2,165 Average: \$4,053 Experienced: \$4,995 | 8,902 Employed 5% growth 2009-14 93 openings/year | Varies/License Real Estate CC: 1, 13; TC: 33 |
| Retail Salespeople help customers find items in stores. They try to convince customers to buy those items. | E | Entry: \$1,487 Average: \$2,274 Experienced: \$2,666 | 79,083 Employed 3.3% growth 2009-14 567 openings/year | On-the-job Training Marketing CC: 1, 4-5, 7, 9, 11, 15-17, 19, 22-24, 26, 29; TC: 31; U: 43, 51-52; PU: 73, 87, 93; PCS: 174-175, 191 |
| Sales Managers direct and coordinate the sales of goods and services for businesses. | E | Entry: \$5,337 Average: \$9,592 Experienced: \$11,719 | 4,936 Employed 5.7% growth 2009-14 62 openings/year | 4 to 6 Years Marketing Management U: 36, 48, 51; PU: 60, 86, 88-89, 97 |
| Sales Representatives sell products to manufacturers, businesses, and many other types of clients. | E | Entry: \$2,645 Average: \$6,029 Experienced: \$8,401 | 36,963 Employed 5.5% growth 2009-14 448 openings/year | Varies Marketing Management U: 36, 48, 51; PU: 60, 86, 88-89, 97 |

Section II - Career Search



What is the Science, Technology, Engineering & Mathematics Career Cluster?

A career in science, technology, engineering, or mathematics is exciting, challenging, and ever-changing. Learners who pursue one of these career fields will be involved in planning, managing, and providing scientific research, and professional and technical services including laboratory and testing services, and research and development services. Training in this cluster can lead to professions in Science and Mathematics, and Engineering and Technology.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|---|--|
| Aerospace Engineers design, construct, and test aircraft and spacecraft. This includes missiles and rockets. | I | No wage information available. | 9,816 Employed 4.3% decrease 2009-14 0 openings/year | Bachelor's Degree Aerospace/Aeronautical Engineering U: 45 |
| Archeologists study relics from the past to recreate cultures and history. | IRE | Entry: \$2,962 Average: \$4,429 Experienced: \$5,164 | No outlook information available. | Master's Degree Social Science U: 36, 44-45, 48, 51; PU: 56, 59, 90 |
| Biologists study plants, animals, and the environments they live in. | I | Entry: \$2,675 Average: \$4,406 Experienced: \$5,647 | 998 Employed 8.7% growth 2009-14 20 openings/year | Master's Degree Biology U: 36, 43-45, 48, 50-52; PU: 78-79, 88, 90, 92-93, 98-99, 101-102 |
| Biomedical Engineers develop devices and procedures that solve medical and health-related problems. | IRE | Entry: \$4,634 Average: \$6,744 Experienced: \$7,800 | 389 Employed 7% growth 2009-14 6 openings/year | Bachelor's Degree Bioengineering U: 45; PU: 73, 92, 99 |
| Chemical Engineers solve problems that involve using or making chemicals. | I | Entry: \$5,039 Average: \$7,150 Experienced: \$8,204 | 754 Employed 8.7% growth 2009-14 15 openings/year | Bachelor's Degree Chemical Engineering U: 45, 48 |
| Chemists search for new knowledge and use existing knowledge about chemicals. | I | Entry: \$3,451 Average: \$5,600 Experienced: \$6,675 | 1,573 Employed 9.7% growth 2009-14 35 openings/year | Master's Degree Chemistry U: 36, 43-45, 48, 50, 52; PU: 78-79, 88, 90, 92-93, 98-99, 101-102 |
| Civil Engineers plan and design roads, buildings, airports, tunnels, dams, bridges, and water systems. They may also supervise the construction. | I | Entry: \$4,293 Average: \$5,996 Experienced: \$6,847 | 14,006 Employed 8.4% growth 2009-14 265 openings/year | Bachelor's Degree Civil Engineering U: 45, 48; PU: 78, 87, 90, 93, 99 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|---|------------------|--|--|--|
| Electrical & Electronics Engineers design, develop, test, and maintain electrical and electronic equipment. | I | Entry: \$4,387 Average: \$6,334 Experienced: \$7,304 | 6,275 Employed 6.8% growth 2009-14 93 openings/year | Bachelor's Degree Electrical Engineering U: 43, 45, 48-50; PU: 78, 87-88, 92-93, 99 |
| Engineering Technicians design, test, and assess products to improve them. | R | Entry: \$2,910 Average: \$4,675 Experienced: \$5,294 | 9,407 Employed 3.5% growth 2009-14 74 openings/year | Associate Degree Engineering Technology Apprenticeship CC: 4-6, 8, 10, 12-13, 19-20, 22-23, 26, 29; TC: 30-34; U: 36, 43, 52; PU: 73, 75-76, 78; PCS: 273; AP: 349 |
| Environmental Engineers use engineering and science skills to protect public health and prevent, identify, or solve problems in different areas of environmental concern including air, soil, and water. | I | Entry: \$4,715 Average: \$6,370 Experienced: \$7,199 | 1,625 Employed 8.1% growth 2009-14 30 openings/year | Bachelor's Degree Environmental Engineering U: 48, 50; PU: 92-93 |
| Environmental Scientists study problems in the natural worlds that affect the health of living things. | IRE | Entry: \$3,695 Average: \$5,346 Experienced: \$6,171 | 3,581 Employed 8.5% growth 2009-14 69 openings/year | 4 to 6 Years Environmental Science U: 43-48, 50-52; PU: 53, 79, 86, 88, 93, 99, 101 |
| Forensic Science Technicians study physical evidence in order to solve crimes. | I | Entry: \$3,477 Average: \$4,507 Experienced: \$5,021 | 391 Employed 5.9% growth 2009-14 5 openings/year | 2 to 4 Years Chemistry CC: 10, U: 36, 43-45, 48, 50, 52; PU: 78-79, 88, 90, 92-93, 98-99, 101-102 |
| Geologists & Geophysicists study the earth's interior and exterior. | I | Entry: \$3,810 Average: \$5,644 Experienced: \$7,445 | 1,181 Employed 9.2% growth 2009-14 25 openings/year | Master's Degree Geology Geophysics U: 36, 43-45, 48, 52; PU: 88, 98, 101 |
| Mechanical Engineers oversee the design, construction, and testing of mechanical products and systems. | I | Entry: \$4,495 Average: \$6,235 Experienced: \$7,103 | 4,850 Employed 5.5% growth 2009-14 60 openings/year | Bachelor's Degree Mechanical Engineering U: 45, 48, 50-51; PU: 78, 87, 90, 93, 99 |
| Medical Scientists conduct research to find causes of and treatments for disease. | I | Entry: \$3,404 Average: \$5,491 Experienced: \$7,179 | 3,981 Employed 9.9% growth 2009-14 89 openings/year | Doctoral Degree Medical Scientist U: 45 |
| Physicists use scientific methods to study the properties of matter and energy. | IRE | Entry: \$4,177 Average: \$6,533 Experienced: \$7,710 | 648 Employed 9.4% growth 2009-14 14 openings/year | Master's Degree Physics U: 36, 43-45, 48, 52; PU: 78, 88, 92-93, 98-99, 101-102 |
| Science Technicians conduct tests and experiments to assist scientists. | I | Entry: \$2,042 Average: \$3,215 Experienced: \$3,559 | 7,059 Employed 8.1% growth 2009-14 128 openings/year | 2 to 4 Years Biotechnology CC: 18-19, 23; TC: 30; U: 48 |

Section II - Career Search



What is the Transportation, Distribution & Logistics Career Cluster?

The Transportation, Distribution & Logistics Career Cluster involves planning, management, and movement of people, materials, and products by road, air, rail, and water. It also includes related professional and technical support services such as infrastructure planning and management, logistic services, and the maintenance of mobile equipment and facilities. Training in this cluster can lead to professions in Transportation Operations; Logistics Planning and Management; Warehousing and Distribution Center Operations; Facility and Mobile Equipment Maintenance; Transportation Systems/Infrastructure Planning, Management and Regulations; Health and Safety Management; and Sales and Service.

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|---|---|---|
| Air Traffic Controllers coordinate air flights to make sure that pilots and passengers travel safely. | SCE | Entry: \$5,030 Average: \$8,441 Experienced: \$10,145 | 627 Employed 1.3% growth 2009-14 2 openings/year | Varies Air Craft Dispatcher CC: 10, 12 |
| Aircraft Mechanics service and repair aircraft and aircraft engines. | RIE | Entry: \$3,011 Average: \$4,443 Experienced: \$5,309 | 5,707 Employed 1.3% decrease 2009-14 0 openings/year | Varies Aviation Maintenance CC: 2, 8, 22-23; TC: 32; PU: 75-76; PCS: 288, 320 |
| Airplane Pilots fly aircraft used to transport people and cargo. | R | Entry: \$2,625 Average: \$4,913 Experienced: \$6,056 | 2,309 Employed 5.9% growth 2009-14 29 openings/year | 2 to 4 Years Aircraft Pilot CC: 2, 10, 12; TC: 32; U: 36; PU: 99 |
| Ambulance Drivers drive ambulances to move patients who are sick, injured, or recovering. | R | Entry: \$1,496 Average: \$1,922 Experienced: \$2,137 | 467 Employed 9.3% growth 2009-14 10 openings/year | Varies Emergency Medical Technician CC: 5-6, 13, 23, 25, 27; U: 36; PCS: 162-163 |
| Auto Body Repairers fix or replace the damaged parts of vehicle bodies and frames. | RIE | Entry: \$2,316 Average: \$3,680 Experienced: \$4,363 | 3,965 Employed 5.9% growth 2009-14 51 openings/year | Varies Auto Body Refinishing CC: 6, 10, 22-23, 26; TC: 30-34; PCS: 308 |
| Automobile Mechanics inspect, maintain, and repair cars and light trucks. | R | Entry: \$2,144 Average: \$3,335 Experienced: \$3,931 | 12,517 Employed 4.9% growth 2009-14 132 openings/year | Varies Automotive Technology CC: 2, 5-6, 9-10, 12, 14-15, 19-23, 26-27, 29; TC: 30-34; PU: 99; PCS: 232, 263, 308, 322-324 |
| Bus & Truck Mechanics maintain and repair diesel engines. | REI | Entry: \$2,588 Average: \$3,597 Experienced: \$4,101 | 6,764 Employed 5.7% growth 2009-14 83 openings/year | Varies Diesel and Heavy Equipment Technology Apprenticeship CC: 4-5, 9, 12, 20, 22-23, 26; TC: 30-31, 33; PCS: 308, 322-324; AP: 337, 349 |

| Occupational Description | Holland Interest | Wages | Outlook | Education (Most common training. Training requirements may vary.) |
|--|------------------|--|---|---|
| Bus Drivers operate motor vehicles that move people from one place to another. | RES | Entry: \$2,264 Average: \$3,288 Experienced: \$3,799 | 7,965 Employed 6.3% growth 2009-14 106 openings/year | Varies Commercial Driving Apprenticeship CC: 2, 20, 22-23, 26; TC: 30-31; PCS: 159, 165, 181-182, 194, 209, 217, 235-237, 253, 276, 285, 295-297, 300, 303, 317-319; AP: 347 |
| Flight Attendants keep airline passengers safe and comfortable. | ESA | No wage information available. | 2,562 Employed 5.6% growth 2009-14 30 openings/year | On-the-job Training |
| Heavy Equipment Mechanics repair and maintain equipment such as graders, backhoes, and loading shovels. | R | Entry: \$2,926 Average: \$3,961 Experienced: \$4,481 | 3,174 Employed 3.9% growth 2009-14 26 openings/year | Varies Diesel and Heavy Equipment Technology Apprenticeship CC: 4-5, 9, 12, 20, 22, 23, 26; TC: 30-31, 33; PCS: 308, 322-324; AP: 337, 349 |
| Heavy Truck Drivers drive large trucks or tractor-trailers to transport goods and materials. | R | Entry: \$2,411 Average: \$3,170 Experienced: \$3,550 | 36,998 Employed 5.6% growth 2009-14 447 openings/year | Varies/License Commercial Driving Apprenticeship CC: 2, 20, 22-23, 26; TC: 30-31; PCS: 164, 170, 186-187, 199, 214, 222, 240-242, 258, 281, 290, 300-302, 305, 308, 322-324 AP: 352 |
| Storage & Transportation Managers direct the pickup, transport, and storage of goods. | E | Entry: \$4,699 Average: \$7,587 Experienced: \$9,031 | 2,019 Employed 4.8% growth 2009-14 21 openings/year | Varies Business Administration CC: 5-8, 10-11, 13, 15-17, 19, 21, 23-25, 27-29; U: 36, 38, 43-48, 50-52; PU: 53-54, 60, 63-64, 67, 69-70, 72-73, 75-76, 78-79, 86, 88-90, 92-93, 97-102 |
| Taxi Drivers & Chauffeurs transport passengers to and from their homes, workplaces, and other locations. | REC | Entry: \$1,503 Average: \$2,101 Experienced: \$2,401 | 3,088 Employed 6.6% growth 2009-14 44 openings/year | License |
| Train Conductors coordinate and supervise rail travel of passengers and freight. Yardmasters move trains in yards and see they come and go safely with the right cars attached. | E | No wage information available. | 660 Employed 5.9% growth 2009-14 9 openings/year | On-the-job Training |
| Transportation Inspectors enforce safety rules that protect people and cargo. They inspect equipment and services and investigate accidents. | R | Entry: \$3,039 Average: \$4,999 Experienced: \$5,980 | 1,198 Employed .7% growth 2009-14 2 openings/year | Bachelor's Degree Aviation Maintenance Marine Maintenance CC: 2, 8, 14, 20, 22-23; TC: 32; PU: 75-76; PCS: 288, 309, 320 |

Section II - Education & Training Opportunities

Your College Countdown

Meeting deadlines is the first college requirement! Failure to file the right form at the right time could hurt your chances of attending your favorite school or getting financial aid. Below are dates you dare not miss.

Sophomore Year

October: As a tenth grader, you can take the Preliminary Scholastic Aptitude Test (PSAT), which is a shorter version of the Scholastic Aptitude Test (SAT), one of the college admissions examinations. Don't feel obligated to take a preliminary college entry test; however, if you do take one, don't fret over the results as they are not passed on to colleges. Students who take the PSAT can begin receiving information from colleges.

Junior Year

September: Register for the PSAT, given in October, even if you took it in your sophomore year. Again, the results won't be sent to colleges, but juniors who are among the top scorers in each state may be considered for National Merit Scholarships of up to \$2,000.

December: This is when you will receive your PSAT scores. Make an appointment with your guidance counselor and discuss the type of school you might want to attend. Check the schedules to determine when you will take the American College Test (ACT) or SAT and the achievement tests, which measure knowledge in specific areas. These are given at regular intervals during the school year; you must register about six weeks before the exam date. Results will be sent to the colleges you designate.

January to March: Begin to develop your preliminary list of about 20 colleges that seem interesting to you by consulting with your guidance counselor, college catalogs, reference books, and other career and college planning resources in your high school career center. Make informal visits to a few nearby school to get a feel for the differences between large and small, rural and urban campuses.

Spring of your junior year is the best time to take your college admissions tests, so that you will have the opportunity to retake the tests if necessary.

May: Advance placement tests, which award college credits to high scores, are given.

June: Request college catalogs and application forms. Examine the material and refine your list to 10 or fewer schools.

Summer Vacation: Begin to schedule interviews and campus visits for August, September, and October. Start thinking about your application essay.

Senior Year

September: Working with your guidance counselor, narrow your list of schools to five or eight final selections. Ask teachers to write the recommendations that accompany your applications. Work on your essay so you can show it to parents and teachers in time to make revisions. If you are applying under any Early Decision or Early Action plans, make sure your transcript is correct and ready to go out. Register for and retake the ACT or SAT, if necessary.

December: Many high schools require that you submit regular deadline college applications for processing early this month. Pick up financial aid or application forms from your guidance office. Brace yourself: Early Action and Early Decision responses will arrive from about December 15 through December 31.

January: Final deadline season begins. Almost all schools require regular admissions applications by one of these dates. January 1, January 15, February 1, February 15, or March 1. File financial aid forms. Have your high school records office send transcripts of your first semester grades to the colleges to which you have already applied.

March and April: Try to take your mind off waiting for the "answer." Go to the movies. Walk in the woods. Casually check the mail. Once your responses arrive, take a deep breath, open the envelopes, and read the decision letters.

College Countdown Checklist

Junior Year

- _____ **Register for the PSAT**
- _____ **Take the PSAT**
- _____ **Conduct search for colleges that interest me**
- _____ **Register for the SAT or ACT**
- _____ **Take SAT or ACT**
- _____ **Send for college applications and catalogs**
- _____ **Visit colleges**

Senior Year

- _____ **Finish college visits**
- _____ **Narrow my choices of college**
- _____ **Submit recommendation requests to my counselors and teachers**
- _____ **Complete and submit my college applications**
- _____ **Have SAT or ACT scores sent to the colleges**
- _____ **Have transcript sent to colleges**

Section II - Education & Training Opportunities

Choosing an Education or Training Program

High School Programs

Career and Technical Education

There are 296 school districts in Washington; 248 of these are high school districts and 238 offer career and technical education.

The goal of career and technical education is to provide students with marketable skills for immediate employment upon leaving school and to provide skills upgrading for those currently employed. Technical Education is offered in agriculture, business, marketing, technology, family and consumer science, trade, industry, technical, and health occupations.

Skills Centers

Skills centers are regional training facilities for high school students. There are 10 skills centers in the state, serving over 5,500 students from approximately 90 cooperating school districts. These centers provide specialized training programs that districts or schools may not otherwise be able to offer. By combining resources, districts can offer more training opportunities than districts or schools can offer alone.

Tech Prep

Tech Prep is a competency-based program that begins the last two years of high school and leads to completion of a postsecondary associate degree, certificate, or apprenticeship. All Tech Prep programs include a solid foundation in technology, mathematics, science, and communications, and are designed to prepare students for mid-level technological occupations.

Running Start

Running Start makes it possible for high school students to attend community or technical colleges while in high school. Students receive credit that can be applied to high school graduation and postsecondary study. Any qualified 11th- or 12th-grade student in any school district can apply to a community or technical college to enroll tuition-free in courses or programs. Washington State, Central Washington, and Eastern Washington universities also participate in Running Start.

Postsecondary education is an excellent investment. However, before enrolling, you should analyze your skills and talents, gather information about present and future job markets, and seriously investigate the school you are thinking about attending.

Find out if a school offers what you need. As you explore career possibilities, be sure to ask employers about their attitudes toward the preparation the school can provide.

Washington Skills Centers

Clark County Skills Center

12200 NE 28th St.
Vancouver, WA 98682
(360) 604-1050

New Market Skills Center

7299 New Market St. SW
Tumwater, WA 98501
(360) 570-4500

North Central Technical Skills Center

327 E. Penny Rd., #D
Wenatchee, WA 98801
(509) 662-8827

North Olympic Peninsula Skills Center

905 W. 9th St.
Port Angeles, WA 98363
(360) 565-1533

SeaTac Occupational Skills Center

18010 - 8th Ave. S.
Seattle, WA 98148
(206) 433-2525

Sno-Isle Technical Skills Center

9001 Airport Rd.
Everett, WA 99204
(425) 348-2220

Spokane Area Professional-Technical Skills Center

4141 N. Regal St.
Spokane, WA 99207
(509) 354-7440

Tri-Tech Skills Center

5929 W. Metaline Ave.
Kennewick, WA 99336
(509) 222-7300

West Sound Technical Skills Center

101 National Ave. N.
Bremerton, WA 98312
(360) 478-5083

Yakima Valley Technical Skills Center

1116 S. 15th Ave.
Yakima, WA 98902
(509) 573-5000

Section II - Education & Training Opportunities

Choosing an Education or Training Program (cont.)

Postsecondary Education

Community Colleges

Liberal Arts and Pre-professional Programs

Liberal Arts and Pre-professional programs include introductory courses in such areas as dentistry, education, law, medicine, and sociology. The programs are designed primarily to provide transfer credit to four-year institutions. An associate of arts degree is awarded upon completion of the program.

Career and Technical Programs

Career and technical programs prepare students for employment in a variety of occupations in health, business, mechanical, and technical fields. A certificate or an associate degree is awarded upon completion of either a one- or two-year program.

Financial aid offices are available at each community college to help students qualify for scholarships, loans, and grants; particularly students who are in need.

A list of community colleges can be found on page 51 .

Technical Colleges

There are five technical colleges in Washington that provide training and education for those age 16 and older. They prepare students for entry into the workforce, improve skills needed to maintain present employment or prepare for advancement, and/or satisfy the related training program requirements of a registered apprenticeship and training program. Program lengths vary from a few weeks to two years. Many of the programs are “open-entry/open-exit,” allowing the student to enroll any time a vacancy exists.

A list of technical colleges can be found on page 51.

Adult Education

General Educational Development (GED)

The GED test determines your ability to read, write, and compute at the average high school level. If you are 19 years or older and pass the test, a high school equivalency certificate is awarded, which most employers and schools will accept as comparable to a high school diploma. The test is offered at 45 GED testing centers throughout the state at a cost of \$75. Community and technical colleges offer GED preparation classes for a \$25 fee per quarter. Some community-based organizations offer these classes at no cost.

Adult High School Completion Program

The Adult High School Completion Program provides a way to earn the credit you need for a high school diploma on a part-time basis. The Adult High School diploma provided by the community and technical colleges meets state minimum graduation requirements.

Adult Basic Education (ABE) Program

ABE offers instruction in reading, writing, and math at grade levels one through eight for adults who do not have basic skills

needed for the Adult High School Completion program. All community and technical colleges provide Adult Basic Education at their local campuses.

External Diploma Program (EDP)

This program is designed to meet the needs of adults 21 years or older who have been away from school and test-taking experiences, but who have acquired high school level academic skills through life experiences. Through a series of projects and interviews, skill levels are determined. EDP programs are available at the Bellingham, Mount Vernon, and Seattle Goodwill Learning Centers, Renton Technical College, Seattle Literacy Source, and Tacoma Community House.

Colleges and Universities

Bachelor's Degrees

A bachelor's degree can be pursued at public and independent four-year colleges and universities.

Financial assistance is also available, and those interested are encouraged to contact the school directly for admissions, financial aid, and program information.

Graduate and Professional Degrees

All of Washington's public four-year institutions and some independent institutions offer postbaccalaureate educational opportunities leading to a master's degree. Of the public institutions, only the University of Washington and Washington State University offer doctoral or professional degrees (e.g., medicine, dentistry, veterinary medicine, and law). Most postbaccalaureate programs prepare graduates for employment in upper-level management, research, and higher education.

A list of public and independent four-year institutions can be found on pages 52-53.

Private Career Schools & Colleges

Many people choose private career schools and colleges because they offer students

- frequent start dates
- flexible and focused programs
- continuous operating schedules

which allow students to complete their education as rapidly as possible. Students graduating from private career schools and colleges are awarded either a certificate or diploma or an associate or bachelor's degree upon completion.

Most private career schools and colleges offer financial assistance to help students meet the cost of education.

A list of private career schools begins on page 54.

**For private career school general questions contact:
Private Career Schools and Colleges
(425) 376-0369
website: www.washingtonschools.org**

Section II - Education & Training Opportunities

Financing Your Education

Financial Assistance

Whether you are interested in becoming a doctor or an auto mechanic, financial assistance is available to help those who demonstrate a financial need to pay educational expenses. Federal and state governments, colleges, and private organizations are all potential sources of financial aid.

How to Apply

To apply for federal and state aid, you must complete the Free Application for Federal Student Aid (FAFSA) form. This application form is available at all high schools and colleges, or can be downloaded from www.FAFSA.ed.gov. The information you provide on the application is used to determine how much assistance you may be eligible to receive. To obtain more

**Higher Educational Coordinating Board
Student Financial Aid Division
PO Box 43430
Olympia, WA 98504
(360) 753-7800
www.hecb.wa.gov/paying/**

Once the school you are planning to attend receives the necessary forms, they will be able to determine what financial aid you can receive. Check with the school you plan to attend about other forms you need to submit. Remember to apply for admission, as well as financial aid. Schools will check your admission status before they begin packaging any financial aid.

Types of Assistance

There are basically five types of financial aid funds:

1. **Scholarships:** gift aid, usually based on financial need and/or academic performance.
2. **Grants:** gift aid, usually based on financial need alone.
3. **Loans:** money that must be repaid after leaving school.
4. **Work-Study:** part-time work during the school year, and full-time work during school vacations.
5. **Conditional Scholarship/Loan:** a loan that is forgiven in whole or in part, if the recipient renders a service; for example, by nursing in a designated shortage area.

If you apply and qualify for financial aid, you will likely receive a “package” made up of several of these types of aid.

WAVE Scholarships for Vocational Students

Each year the Washington Award for Vocational Excellence (WAVE) is presented to up to 147 career and technical students in Washington State. WAVE winners receive grants for undergraduate study at any of the community and technical colleges, public four-year universities, most independent colleges, and all licensed private career schools in the state.

Students are eligible for the award if they graduate from high school and complete a minimum of 360 hours in a single career and technical program, or have completed the first year of a two-year program at a community or technical college. Up to three WAVE recipients are selected in each legislative district based on occupational proficiency, leadership, and community service.

The WAVE program is administered by the Washington State Workforce Training and Education Coordinating Board. For more information, talk to your instructor or write to the Workforce Board at:

**The Workforce Training and Education
Coordinating Board
PO Box 43105
Olympia, WA 98504
(360) 753-5662**

Major Financial Aid Programs

Federal Pell Grant provides money to undergraduates for education after high school.

Federal Supplemental Educational Opportunity Grant (FSEOG) provides money to students with exceptional financial need for education after high school.

Federal Work-Study (FWS) provides jobs for undergraduates and graduates who need financial aid.

Federal Stafford Loan is a low-interest education loan provided by lenders such as colleges, banks, or credit unions.

Federal Perkins Loan is a low-interest (5 percent) education loan.

State Need Grant (SNG) provides grants to needy Washington undergraduate residents enrolling at Washington’s public or private two- and four-year colleges and selected private career schools.

State Work-Study (SWS) promotes the employment of needy undergraduates and graduates in jobs related to their career or academic interests.

Section II - Education & Training Opportunities

On-the-Job Training & Apprenticeship

On-the-Job Training

Some employers provide their own on-the-job training (OJT) programs, which may involve classroom instruction and close supervision at the workplace. OJT programs can teach the skills necessary for the job or just help you become familiar with the employer's system. During on-the-job training, you are paid regular wages.

Careers Through Apprenticeship

Apprenticeship involves planned, supervised day-to-day training and on-the-job experience, combined with technical studies in career-related subjects. Most apprenticeships last from one to five years.

Apprentices train for careers such as:

- emergency medical technicians
- computer numerical control machinists
- sound communication and electronic control technicians
- carpenters
- electricians
- machinists

As an apprentice, you will work with, learn from, and be supervised by skilled craftspersons who have earned the title of journey person or master. Additional training will be required through classes that may be in public or private schools or through study or correspondence courses.

Earn While You Learn

During apprenticeship, you work as a paid employee of the company. You are paid a percentage rate of a fully qualified worker's wage. The employer or sponsor also pays for related classroom training.

Qualifications for apprenticeships vary and may include:

- minimum age requirements
- mechanical and mathematical aptitude tests
- high school diploma or GED
- health requirements
- previous work experience

Steps to Journey Level Through Apprenticeship

1. Contact your local state apprenticeship and training representative (see next column). You may need to pass a general aptitude test and/or a physical examination.
2. If you meet all of the qualifications, you will be interviewed by the Apprenticeship Training Committee. If selected, your name will be placed on an apprentice list.
3. When work becomes available, you will be called. Before reporting to work, you must sign an Apprenticeship Agreement, which registers you with the state as an apprentice.
4. When you meet all requirements of the terms of your apprenticeship, you will reach **Journey Level**.

For more on apprenticeship programs in Washington, contact:

Department of Labor & Industries

Apprenticeship & Training

(360) 902-5320

www.lni.wa.gov/tradeslicensing/apprenticeship

You can also contact a local apprenticeship by calling a county representative:

Clark, Cowlitz, Klickitat, Skamania, and Wahkiakum counties

Longview, (360) 575-6927

Benton, Chelan, Columbia, Douglas, Franklin, Grant, Kittitas, Okanogan, Yakima, and Walla Walla counties

Moses Lake, (509) 764-6906

Island, San Juan, Skagit, Snohomish, and Whatcom counties

Mount Vernon, (360) 416-3026

Grays Harbor, Lewis, Mason, Pacific, and Thurston counties

Olympia, (360) 902-6781

King County

Seattle, (206) 835-1028

Adams, Asotin, Ferry, Garfield, Lincoln, Pend Oreille, Stevens, Spokane, and Whitman counties

Spokane, (509) 324-2590

Clallam, Jefferson, Kitsap, and Pierce counties

Tacoma, (253) 596-3930

For National information call:

U.S. Department of Labor

Regional Office of Apprenticeship Training

Seattle, (206) 553-0076

Licensing-Another Consideration

Certain jobs in Washington require licensing by a local, state, and/or federal agency. By requiring licenses, the agency can make sure you have the proper education and experience to provide certain services and/or products to the public. Licenses also provide ways for the agency to make sure workers in certain fields perform work in an ethical and professional manner. Licensing is a means of protecting the public.

Licensing requirements differ from one occupation to another, but may include certain levels of education, on-the-job experience, passing an examination, or a combination of all three.

For more information on licensing of specific occupations, contact:

Department of Licensing

PO Box 9020

Olympia, WA 98507-9020

(360) 902-3600

www.dol.wa.gov/professions.htm

Section II - Education & Training Opportunities

Military Careers

The Armed Services have become a major avenue for young men and women to receive technical skills training.

The Armed Services hire people with skills, or people who can and want to be trained. Today, nearly six of every seven service members are employed in occupations other than combat arms. Approximately 80 percent of the specialties have a direct civilian occupational counterpart. In addition, service members learn excellent work habits and attitudes, such as teamwork, the ability to complete a task on time, and seeing that the work is done well.

Many of the Armed Services, in cooperation with school districts, offer Junior Reserve Officer Training Corps (JROTC) programs to students who want to participate and learn self-discipline, leadership, and other skills, which may benefit them in school or in the future.

For those considering college, all of the Armed Services offer scholarships to graduating high school seniors and college students. The Reserve Officer Training Corps (ROTC) scholarship provides monetary assistance for tuition, books, fees, and supplies. In addition, there is a monthly stipend for living expenses. The scholarship can be used for a period of two, three, or four years.

The majority of Armed Services technical schools have been evaluated by the American Council on Education, which has recommended technical, undergraduate, or graduate college credit for military training.

The Department of Defense and the Department of Labor have a joint agreement, providing the opportunity for a service person to complete an apprenticeship program in a specific occupation and obtain a journey level rating while they are in the service.

Some of the Armed Services provide an opportunity for a young enlisted person to obtain a commission as an officer.

All of the Armed Services are interested in continuing education for their personnel. Members are eligible for programs such as the Montgomery GI Bill and tuition assistance. Individual services also may offer other educational incentives, such as a loan repayment program and college assistance funds.

**For more information on ROTC,
contact your ROTC Advisor at
(253) 966-7183**

**Or visit their website at:
www.usmilitary.com**

For more information on careers in the Armed Services:

U.S. Army

800-USA-ARMY or www.goarmy.com

U.S. Navy

800-USA-NAVY or www.navy.mil

U.S. Air Force

800-423-USAF or www.airforce.com

U.S. Marine Corps

800-MARINES or www.marines.com

U.S. Coast Guard

877-NOW-USCG or www.gocoastguard.com

Air National Guard

800-TO-GO-ANG or www.ang.af.mil

Army National Guard

800-GO-GUARD or www.1800goguard.com

Washington National Guard Training and Benefits

The Washington Guard is composed of over 9,000 citizen soldiers who serve both the state and the nation. Most of the men and women National Guard members have civilian occupations, as well as Guard careers, although the National Guard has full-time employees that perform a variety of day-to-day jobs, which keep the Washington State militia operating smoothly.

In its state role, the Washington National Guard can be called on by the Governor to respond to emergency situations such as the eruption of Mount St. Helens or to fight forest fires. As part of our nation's total defense force, the Guard can also be mobilized to respond to national emergencies.

Washington National Guard has two distinct organizations, the Air Guard and Army Guard. Within each, there are numerous career opportunities. Guard units offer a variety of specialized skills training from word processing to flight training.

After 20 years of service, Guard personnel qualify for retirement, which begins when the man or woman reaches the ages of 60. While serving, Guard's men and women are paid and receive many benefits, such as insurance, post exchange privileges, and additional training.

The Washington National Guard also offers new members in selected units an enlistment bonus and the Montgomery GI Bill.

**For more information on the Washington
National Guard, call (253) 512-8000, and you
will be connected to Washington National
Guard recruiting personnel in Tacoma. You will
then be referred to a local recruiter for further assistance.**

**Or visit their website at:
www.washingtonguard.com**

Section II - Education & Training Opportunities

Community Colleges

These colleges often have programs available at other locations. Contact the schools to learn about possible programs in your area.

1. **Bellevue Community College**
Bellevue, (425) 564-1000
website: www.bcc.ctc.edu
2. **Big Bend Community College**
Moses Lake, (509) 793-2222
website: www.bigbend.edu
3. **Cascadia Community College**
Bothell, (425) 352-8000
website: www.cascadia.ctc.edu
4. **Centralia College**
Centralia, (360) 736-9391
website: www.centralia.ctc.edu
5. **Clark College**
Vancouver, (360) 992-2000
website: www.clark.edu
6. **Columbia Basin College**
Pasco, (509) 547-0511
website: www.columbiabasin.edu
7. **Edmonds Community College**
Lynnwood, (425) 640-1459
website: www.edcc.edu
8. **Everett Community College**
Everett, (425) 388-9100
website: www.everettcc.edu
9. **Grays Harbor College**
Aberdeen, (360) 532-9020
website: www.ghc.ctc.edu
10. **Green River Community College**
Auburn, (253) 833-9111
website: www.greenriver.edu
11. **Highline Community College**
Des Moines, (206) 878-3710
website: www.highline.edu
12. **Lower Columbia College**
Longview, (360) 442-2370
website: www.lcc.ctc.edu
13. **North Seattle Community College**
Seattle, (206) 527-3600
website: www.northseattle.edu
14. **Olympic College**
Bremerton, (360) 792-6050
website: www.oc.ctc.edu
15. **Peninsula College**
Port Angeles, (360) 452-9277
website: www.pc.ctc.edu
16. **Pierce College at Fort Steilacoom**
Lakewood, (253) 964-6500
website: www.pierce.ctc.edu
17. **Pierce College at Puyallup**
Puyallup, (253) 840-8400
website: www.pierce.ctc.edu
18. **Seattle Central Community College**
Seattle, (206) 587-3800
website: www.seattlecentral.edu
19. **Shoreline Community College**
Shoreline, (206) 546-4101
website: www.shoreline.edu
20. **Skagit Valley College**
Mount Vernon, (360) 416-7600
website: www.skagit.edu
21. **South Puget Sound Community College**
Olympia, (360) 754-7711
website: www.spscc.ctc.edu
22. **South Seattle Community College**
Seattle, (206) 764-5300
website: www.southseattle.edu
23. **Spokane Community College**
Spokane, (509) 533-7000
website: www.scc.spokane.edu
24. **Spokane Falls Community College**
Spokane, (509) 533-3500
website: www.spokanefalls.edu
25. **Tacoma Community College**
Tacoma, (253) 566-5000
website: www.tacomacc.edu
26. **Walla Walla Community College**
Walla Walla, (509) 522-2500
website: www.wvcc.edu
27. **Wenatchee Valley College**
Wenatchee, (509) 682-6800
website: www.wvc.edu
28. **Whatcom Community College**
Bellingham, (360) 676-2170
website: www.whatcom.ctc.edu
29. **Yakima Valley Community College**
Yakima, (509) 574-4600
website: www.yvcc.edu

Technical Colleges

30. **Bates Technical College**
Tacoma, (253) 680-7000
website: www.bates.ctc.edu
31. **Bellingham Technical College**
Bellingham, (360) 752-7000
website: www.btc.ctc.edu
32. **Clover Park Technical College**
Lakewood, (253) 589-5800
website: www.cptc.edu
33. **Lake Washington Technical College**
Kirkland, (425) 739-8100
website: www.lwtc.ctc.edu
34. **Renton Technical College**
Renton, (425) 235-2352
website: www.rtc.edu
35. **Seattle Vocational Institute**
Seattle, (206) 587-4950
website: sviweb.sccd.ctc.edu

(Seattle Vocational Institute is an affiliate of Seattle Central Community College)

Section II - Education & Training Opportunities

Public Colleges & Universities

These colleges may have programs available at other locations. Contact the schools to learn about programs in your area.

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| 36. Central Washington University Ellensburg, (509) 963-1111 website: www.cwu.edu | 42. Central Washington University/ Yakima Yakima, (509) 574-6894 website: www.cwu.edu/yakima | 48. Washington State University Pullman, (888) 468-6978 website: www.wsu.edu |
| 37. Central Washington University/ Des Moines Des Moines, (206) 439-3800 website: www.cwu.edu/desmoines | 43. Eastern Washington University Cheney, (509) 359-2397 website: www.ewu.edu | 49. Washington State University/ Spokane Spokane, (509) 358-7500 website: www.spokane.wsu.edu |
| 38. Central Washington University/ Lynnwood Lynnwood, (425) 640-1574 website: www.cwu.edu/lynnwood | 44. The Evergreen State College Olympia, (360) 867-6000 website: www.evergreen.edu | 50. Washington State University/ Tri-Cities Richland, (509) 372-7000 website: www.tricity.wsu.edu |
| 39. Central Washington University/ Moses Lake Moses Lake, (509) 793-2384 website: www.cwu.edu/moseslake | 45. University of Washington Seattle, (206) 543-2100 website: www.washington.edu | 51. Washington State University/ Vancouver Vancouver, (360) 546-9779 website: www.vancouver.wsu.edu |
| 40. Central Washington University/ Pierce County Lakewood, (253) 964-6636 website: www.cwu.edu/piercecounty | 46. University of Washington/ Bothell Bothell, (425) 352-5000 website: www.uwb.edu | 52. Western Washington University Bellingham, (360) 650-3000 website: www.wvu.edu |
| 41. Central Washington University/ Wenatchee Wenatchee, (509) 665-2600 website: www.cwu.edu/wenatchee | 47. University of Washington/ Tacoma Tacoma, (253) 692-4000 website: www.tacoma.washington.edu | |

Independent Colleges & Universities

Schools included in this section may be approved through the Higher Education Coordinating Board. Contact: Degree Authorization Staff at (360) 753-7869 or go to www.hecb.wa.gov/links/colleges/collegesindex.asp.

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| 53. Antioch University Seattle, (206) 441-5352 website: www.antiochsea.edu | 58. Chapman University College/ McChord AFB McChord AFB, (253) 584-5448 website: www1.chapman.edu/univcoll/ac/mcchord/ | 63. City University/Everett Everett, (800) 474-6849 website: www.cityu.edu |
| 54. Argosy University Seattle, (866) 283-2777 website: www.argosy.edu | 59. Chapman University College/ Whidbey Island Oak Harbor, (360) 679-2515 website: www1.chapman.edu/univcoll/ac/036 | 64. City University/North Seattle Seattle, (800) 859-0620 website: www.cityu.edu |
| 55. Bastyr University Kenmore, (425) 823-1300 website: www.bastyr.edu | 60. City University/Bellevue Bellevue, (800) 426-5596 website: www.cityu.edu | 65. City University/Port Angeles Port Angeles, (800) 426-5596 website: www.cityu.edu |
| 56. Chapman University College/ Bangor Silverdale, (360) 779-2040 website: www1.chapman.edu/univcoll/ac/018 | 61. City University/Bellingham Bellingham, (800) 426-5596 website: www.cityu.edu | 66. City University/Port Hadlock Port Hadlock, (800) 426-5596 website: www.cityu.edu |
| 57. Chapman University College/ Ft. Lewis Ft. Lewis, (253) 964-2509 website: www1.chapman.edu/univcoll/ac/ftlewis | 62. City University/Centralia Centralia, (800) 474-6850 website: www.cityu.edu | 67. City University/Renton Renton, (888) 426-5596 website: www.cityu.edu |
| | | 68. City University/Tacoma Tacoma, (800) 345-9056 website: www.cityu.edu |

Section II - Education & Training Opportunities

Independent Colleges & Universities (cont.)

69. **City University/Vancouver**
Vancouver, (800) 474-6850
website: www.cityu.edu
70. **Columbia College**
Marysville, (425) 304-4480
website: www.ccis.edu/nationwide/main.asp?Marysville
71. **Cornish College of the Arts**
Seattle, (800) 726-ARTS
website: www.cornish.edu
72. **Crown College**
Tacoma, (253) 531-3123
website: www.crowncollege.edu
73. **DeVry University (Federal Way/Seattle)**
Federal Way, (253) 943-2810
website: www.devry.edu
74. **DigiPen Institute of Technology**
Redmond, (425) 558-0299
website: www.digipen.edu
75. **Embry-Riddle Aeronautical University/Everett**
Everett, (425) 514-0220
website: www.embryriddle.edu
76. **Embry-Riddle Aeronautical University/Seattle**
Renton, (425) 226-2484
website: www.embryriddle.edu
77. **Golden Gate University**
Seattle, (206) 622-9996
website: www.ggu.edu/about/Locations/Seattle
78. **Gonzaga University**
Spokane, (800) 986-9585
website: www.gonzaga.edu
79. **Heritage University**
Toppenish, (509) 865-8500
website: www.heritage.edu
80. **Intercollegiate College of Nursing**
Spokane, (509) 324-7360
website: www.icne.wsu.edu
81. **ITT Technical Institute/Everett**
Everett, (800) 272-3191
website: www.itt-tech.edu
82. **ITT Technical Institute/Seattle**
Seattle, (800) 422-2029
website: www.itt-tech.edu
83. **ITT Technical Institute/Spokane**
Spokane, (800) 777-8324
website: www.itt-tech.edu
84. **Kepler College of Astrological Arts & Sciences**
Lynnwood, (425) 673-4292
website: www.kepler.edu
85. **Northwest College of Art**
Poulsbo, (360) 779-9993
website: www.nca.edu
86. **Northwest University**
Kirkland, (425) 822-8266
website: www.northwestu.edu
87. **Old Dominion University**
Bremerton, (360) 475-7280
website: www.odu.edu
88. **Pacific Lutheran University**
Tacoma, (253) 531-6900
website: www.plu.edu
89. **Park University**
Fairchild AFB, (509) 244-2020
website: www.park.edu/fair
90. **Saint Martin's University**
Lacey, (360) 491-4700
website: www.stmartin.edu
91. **Seattle Institute of Oriental Medicine**
Seattle, (206) 517-4541
website: www.siom.edu
92. **Seattle Pacific University**
Seattle, (206) 281-2000
website: www.spu.edu
93. **Seattle University**
Seattle, (206) 296-6000
website: www.seattleu.edu
94. **Southern Illinois University/Bangor NSB**
Silverdale, (360) 779-4691
website: www.wed.siu.edu/Public/OCDP
95. **Southern Illinois University/Fairchild AFB**
Fairchild AFB, (509) 244-3356
website: www.wed.siu.edu/Public/OCDP
96. **Southern Illinois University/McChord AFB**
McChord AFB, (253) 582-6561
website: www.wed.siu.edu/Public/OCDP
97. **University of Phoenix/Bellevue Learning Center**
Various locations. Find a location on the website.
website: www.phoenix.edu
98. **University of Puget Sound**
Tacoma, (253) 879-3100
website: www.ups.edu
99. **Walla Walla College**
College Place, (509) 527-2615
website: www.wwc.edu
100. **Webster University**
Fairchild AFB, (509) 244-2079
website: www.webster.edu/wa
101. **Whitman College**
Walla Walla, (509) 527-5111
website: www.whitman.edu
102. **Whitworth College**
Spokane, (509) 777-1000
website: www.whitworth.edu

Section II - Education & Training Opportunities

Private Career Schools

This list is valid as of June 2006. For the most current listing of private career schools, see the Workforce Training and Education Coordinating Board website at www.wtb.wa.gov/Documents/allschool.pdf.

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| <p>103. A to Z Computer Office Training Port Orchard, (360) 876-5540 website: www.atozcomputerofficetraining.com</p> <p>104. ABC Bartending Schools, Inc. Tukwila, (888) 262-5824 website: www.abcbartending.com</p> <p>105. Academy for Life Architects Seattle, (206) 217-2170 website: www.architectyourlife.com</p> <p>106. Academy of Coach Training Bellevue, (425) 401-0309 website: www.lyvcoaching.com</p> <p>107. ActNow Personnel & Training Services Yakima, (509) 454-7989 website: www.actnowpersonnel.com</p> <p>108. Alexandar School of Natural Therapeutics, Inc. Tacoma, (253) 473-1142 website: www.alexandarmassagesch.com</p> <p>109. Allied Training Systems Spokane, (877) 584-1543 website: www.alliedsystemsinc.net</p> <p>110. Alpine College Spokane Valley, (509) 455-5054 website: www.alpinecollege.com</p> <p>111. AMASIA College Seattle, (206) 682-2423 email: tony_chu55@hotmail.com</p> <p>112. American Academy of Oriental Medicine Seattle, (206) 783-1468</p> <p>113. American Institute of Clinical Massage Post Falls, (208) 773-5890 website: www.aicmtouch.com</p> <p>114. American School of Broadcast Spokane, (509) 535-1010 website: www.americanradioschool.com</p> | <p>115. American Sign Language & Interpreting School of Seattle Seattle, (206) 860-3503 website: www.aslis.org</p> <p>116. Ancient Arts Massage School and Clinic Richland, (509) 943-9589 website: www.ancientartsmassageschool.com</p> <p>117. Apollo College/Portland Portland, (503) 761-6100 website: www.apollocollege.edu</p> <p>118. Apollo College/Spokane Spokane, (509) 532-8888 website: www.apollocollege.edu</p> <p>119. Art Institute of Seattle Seattle, (206) 448-0900 website: www.ais.edu</p> <p>120. Art Instruction Schools Minneapolis, (612) 362-5075 website: www.artists-ais.com</p> <p>121. Ashmead College/Everett Everett, (425) 339-2678 website: www.ashmeadcollege.com</p> <p>122. Ashmead College/Fife Fife, (253) 926-1435 website: www.ashmeadcollege.com</p> <p>123. Ashmead College/Seattle Seattle, (206) 440-3090 website: www.ashmeadcollege.com</p> <p>124. Ashmead College/Vancouver Vancouver, (360) 885-3152 website: www.ashmeadcollege.com</p> <p>125. Aster Technology Institute Tacoma, (253) 471-0900 website: www.astertech.com</p> <p>126. At-Home Professions aka AHP Fort Collins, (970) 225-6300 website: www.ahpschools.com</p> <p>127. Avalon Academy Marysville, (360) 653-3140 Website: www.avalonwellness.net</p> | <p>128. AYU Ayurvedic Academy Seattle, (206) 729-9999 website: www.ayurvedaonline.com</p> <p>129. Barbizon School of Seattle Seattle, (206) 223-1500 website: www.barbizonmodeling.com/Seattle</p> <p>130. Barlen Institute of Massage Ellensburg, (509) 962-3535 email: biom@mac.com</p> <p>131. Bartending Academy/Tacoma Tacoma, (253) 474-0330 website: www.tacomabaracademy.com</p> <p>132. Bartending College Bellevue, (425) 373-0384 website: www.bartendingcollege.com</p> <p>133. Becker Conviser Professional Review Seattle, (800) 868-3900 website: www.beckercpa.com</p> <p>134. Bellevue Dental Assisting Bellevue, (425) 256-0267 website: www.bellevuedentalassisting.com</p> <p>135. Bellevue Massage School Center for Healing Arts Bellevue, (425) 641-3409 website: www.bellevuemassageschool.com</p> <p>136. Bennett/Stellar University of NLP and Hypnotherapy Snohomish, (888) 432-1122 website: www.imagineit.org</p> <p>137. Berkshire College Bellevue, (425) 818-8022 website: www.berkshirecollege.com</p> <p>138. Blackjack Academy of Gaming Burien, (206) 988-5018 website: www.blackjackacademy.netfirms.com</p> <p>139. Bodycenter Studios Seattle, (206) 633-4800 website: www.bodycenterstudios.com</p> |
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Section II - Education & Training Opportunities

Private Career Schools (cont.)

140. **Bodymechanics School of Myotherapy and Massage**
Olympia, (360) 786-8582
website: www.bodymechanics.net
141. **BodyMind Academy**
Kirkland, (206) 367-9060
website: www.bodymind-academy.com
142. **BodyMind Energetics Institute**
Seattle, (206) 361-4700
email: bmenergetics@aol.com
143. **Bryman College/Everett**
Everett, (425) 789-7960
website: www.bryman-college.com
144. **Bryman College/Lynnwood**
Lynnwood, (425) 778-9894
website: www.bryman-college.com
145. **Bryman College/Port Orchard**
Port Orchard, (360) 473-1120
website: www.bryman-college.com
146. **Bryman College/Renton**
Renton, (425) 255-3281
website: www.bryman-college.com
147. **Bryman College/Tacoma**
Tacoma, (253) 207-4000
website: www.bryman-college.com
148. **Bryman School of Phoenix, The**
Phoenix, (602) 274-4300
website: www.brymanschool.edu
149. **Bubbles Below, The Scuba Professionals, LLC**
Woodinville, (425) 424-3483
website: www.bubblesbelow.com
150. **Cambridge College/Aurora**
Aurora, (800) 322-4132
website: www.cambridgecollege.com
151. **Cambridge College/Bellevue**
Bellevue, (425) 974-7100
website: www.cambridgecollege.com
152. **Capital Business Machines Learning Center**
Olympia, (360) 491-6000
website: www.cbm-wa.com
153. **Capstone Career College, LLC**
Tacoma, (253) 284-4560
website: www.capstonecollege.com
154. **Careers Northwest Academy**
Bellevue, (425) 401-1212
email: slta@juno.com
155. **Cascade Summit School of Massage**
Yakima, (509) 452-2948
156. **Casino Dealer School**
Vancouver, (360) 906-1579
email: resque420@aol.com
157. **Casino Dealer School North**
Edmonds, (206) 533-0688
website: www.jobcasino.com
158. **Cat Tales Zoological Training Center**
Mead, (509) 238-4126
website: www.cattales.org
159. **Check Ride Driver Training Services**
Woodinville, (425) 402-8200
website: www.check-ride.com
160. **CNA Training School of Nursing**
Vancouver, (360) 546-0098
email: MaryCNATraining@aol.com
161. **Cole & Associates, Training and Consulting, Inc.**
Kent, (425) 793-5505
website: www.ctcbear.com
162. **College of Emergency Services**
Woodland, (360) 225-3644
website: www.ces-ems.org
163. **College of Medical Training/ Medical Training Consultants Institute**
Lakewood, (253) 566-8282
website: www.collegeofmedicaltraining.com
164. **College of Purna Yoga**
Bellevue, (425) 746-7476
website: www.yogacenters.com
165. **Commercial Driver Services, Inc.**
Lakewood, (253) 983-0200
website: www.commercialdriversvcs.com
166. **Compass Courses**
Edmonds, (425) 778-1923
website: www.compasscourses.com
167. **CompUSA Training Center/ Spokane**
Spokane, (509) 323-3350
website: www.compusa.com
168. **CompUSA Training Center/ Tukwila**
Tukwila, (206) 394-4410
website: www.compusa.com
169. **Concorde Career Institute**
Portland, (503) 281-4181
website: www.concorde.edu
170. **COR Northwest Family Development Center**
Seattle, (206) 443-9045
website: www.nwfdc.org
171. **Cortiva Institute-Brenneke School of Massage**
Seattle, (206) 282-1233
website: www.brennekeschool.com
172. **Cortiva Institute-Brian Utting School of Massage**
Seattle, (206) 292-8055
website: www.cortiva.com/locations/busm
173. **Crawford Nautical School**
Seattle, (206) 667-9377
website: www.crawfordnautical.com
174. **CRI Career Training/Seattle**
Seattle, (206) 363-8300
website: www.cri.org
175. **CRI Career Training/Tacoma**
Tacoma, (253) 474-4744
website: www.cri.org
176. **Dara Casino School**
Seattle, (206) 854-4639
177. **Dental Assistant Training Center**
Seattle, (206) 522-7320
website: www.dentalassist.com

Section II - Education & Training Opportunities

Private Career Schools (cont.)

178. **Denton Massage Program**
Arlington, (360) 435-0145
website: www.dentonmassage.net
179. **Design Education**
Eatonville, (360) 832-3506
email: bmartin@mashell.com
180. **Divers Institute of Technology, Inc.**
Seattle, (206) 783-5542
website: www.diversinstitute.com
181. **Driver Training and Solutions, LLC/Pasco**
Pasco, (509) 547-0772
website: www.trans-system.com
182. **Driver Training and Solutions, LLC/Spokane**
Spokane, (509) 777-0073
website: www.trans-system.com
183. **Earthwalk School of Energy Healing**
Woodinville, (425) 788-9523
website: www.earthwalkschool.com
184. **EMT Environmental Maintenance Technology**
Tacoma, (253) 627-2443
website: www.emtnw.com
185. **Esprit Technologies, Inc.**
Spokane Valley, (509) 455-5054
website: www.esprittechnologies.com
186. **Everest College/Portland**
Portland, (503) 222-3225
website: www.everest-college.com
187. **Everest College/Vancouver**
Vancouver, (360) 254-3282
website: www.everest-college.com
188. **Evergreen Center for the Healing Arts**
Vancouver, (360) 750-7272
website: www.evergreenhealing.net
189. **Floral Design Institute/Portland**
Portland, (503) 223-8089
website: www.floraldesigninstitute.com
190. **Floral Design Institute/Seattle**
Seattle, (206) 749-9464
website: www.floraldesigninstitute.com
191. **Franklin Institute of Sales**
Seattle, (877) 361-9778
website: www.franklininstituteofsales.com
192. **Fryar's Maritime Services**
Vancouver, (360) 737-8022
193. **Global Outreach Distribution Institute (GODI)**
Tacoma, (253) 761-2400
email: gafgof8@earthlink.net
194. **GMC Training Institute**
Grandview, (509) 882-2523
email: gmc@quicktel.com
195. **H & R Block Basic Income Tax Course**
Various locations. Find a location on the website.
website: www.hrblock.com
196. **Health Care Training Center**
Spokane, (509) 893-1776
email: hctcenter@qwest.net
197. **Heuristic Institute, The**
Tacoma, (253) 588-1952
email: sjcox3@comcast.net
198. **High-Tech Institute**
Phoenix, (602) 279-9700
website: www.hightechschoools.com
199. **Horizon Medical Institute**
Spokane, (509) 534-1551
website: www.horizonmedicalinstitute.com
200. **HVAC Training School**
Lynnwood, (425) 778-2510
website: www.hvacschool.com
201. **Hypnotherapy Institute of Spokane**
Spokane, (509) 327-4465
website: www.hypnotherapyinstitute.org
202. **Inland Massage Institute**
Spokane, (509) 465-3033
website: www.inlandmassage.com
203. **Inspector Training Institute**
Kent, (253) 631-4019
email: billeaster@movesmart.net
204. **Institute for Therapeutic Learning**
Seattle, (206) 783-1838
website: www.findingtruemagic.com
205. **Institute of Structural Medicine**
Twisp, (509) 997-9392
website: www.structuralmedicine.com
206. **Interface Computer School/ Northpointe Campus**
Spokane, (509) 466-2057
website: www.interface-net.com
207. **Interface Computer School/ Washington Street**
Spokane, (509) 467-1727
website: www.interface-net.com
208. **International Air and Hospitality Academy**
Vancouver, (360) 695-2500
website: www.airacademy.com
209. **International Institute of Transportation Resources Inc.**
Clackamas, (503) 657-8225
website: www.iitr.net
210. **International Sommelier Guild**
Seattle, (866) 412-0464
website: www.internationalsommelier.com
211. **International Stunt School**
Seattle, (425) 290-9957
website: www.stuntschool.com
212. **John Casablancas Modeling**
Bellevue, (425) 646-3585
213. **Kamanga CNA Training, Inc.**
Des Moines, (206) 271-1946
website: www.kamangacna.4t.com
214. **Kaplan College**
Renton, (425) 291-3620
website: www.kaplancollege.com
215. **Kaplan Professional Schools/ Inspection Training Associates**
Renton, (888) 323-9235
website: www.learn2inspect.com
216. **Kim Brooke Group Model Marketing**
Seattle, (206) 329-1111
website: www.kimbroke.com

Section II - Education & Training Opportunities

Private Career Schools (cont.)

217. **L & T Training**
Colbert, (509) 464-2199
email: emchlyle@aol.com
218. **Leonardo Taxidermy Studio & School**
Yakima, (509) 248-4876
email: leonardogary@msn.com
219. **Liberty Tax Services**
Bremerton, (360) 692-4043
website: www.libertytax.com
220. **Lower Valley School of Massage**
Grandview, (509) 882-2472
email: lvschofmassage@go.com
221. **Maser's Academy of Fine Grooming**
Kenmore, (425) 485-1500
222. **MedPrep Vocational Training Center**
Everett, (425) 257-9888
website: www.medprep.com
223. **Metropolitan Pilates**
Seattle, (206) 525-9900
website: www.metropolitanpilates.com
224. **Mission Farrier School**
Snohomish, (360) 862-1406
website: www.missionfarrierschool.com
225. **Mission Ridge Academy of Pet Styling**
Marysville, (425) 522-4180
website: www.learnpetstyling.com
226. **Montessori College for Early Education**
Bellevue, (425) 454-7439
website: www.bellmontessori.org
227. **Montessori Education Institute of the Pacific Northwest**
Woodinville, (425) 486-5092
website: www.meipn.org
228. **Montessori Schools of Washington Teacher Preparation Program**
Everett, (425) 355-1311
website: www.mymssc.com
229. **Montessori Teacher Preparation of Washington**
Kent, (253) 859-2262
website: www.montessoriplus.org
230. **Mortgage Learning**
Renton, (425) 271-9799
website: www.mortgagelearning.net
231. **Moscow School of Massage**
Moscow, (208) 882-7867
website: www.moscowschoolofmassage.com
232. **NASCAR Technical Institute**
Mooresville, (704) 658-1950
website: www.uticorp.com
233. **National Maritime Courses**
Seattle, (360) 471-6148
website: www.uscglicense.us/home
234. **National Personal Training Institute**
Bellevue, (800) 960-6294
website: www.nationalpersonaltraininginstitute.com
235. **National Transportation Driver Training Center/ Everett**
Everett, (425) 252-5740
email: nteverett@asisna.com
236. **National Transportation Driver Training Center/ Spokane**
Spokane, (509) 534-3380
website: www.trucker-training.net
237. **National Transportation Driver Training Center/ Yakima**
Yakima, (509) 575-3606
website: www.trucker-training.net
238. **Netdesk Corporation**
Seattle, (206) 224-7690
website: www.netdesk.com
239. **Network and Computer Support Group**
Kirkland, (425) 828-7511
email: ronald836@comcast.net
240. **New Horizons Computer Learning Center/Spokane**
Spokane, (509) 328-8077
website: www.nhspokane.com
241. **New Horizons Computer Learning Center/Western Washington**
Bellevue, (425) 460-2200
website: www.nhbellevue.com
242. **New Traditions Academy**
Bellevue, (425) 450-6999
website: www.newtraditionsacademy.com
243. **New York Fashion Academy**
Seattle, (206) 352-2636
website: www.newyorkfashionacademy.com
244. **North American Institute of Neurotherapy**
Seattle, (206) 322-0633
website: www.therapyofthefuture.com
245. **Northshore Dental Assisting Academy**
Kenmore, (425) 408-9400
website: www.northshoredentalacademy.com
246. **Northwest HVAC/R Association and Training Center**
Spokane, (509) 747-8810
website: www.inwhvac.org
247. **Northwest Noetic School of Massage and Education Center**
Spokane, (509) 835-4000
website: www.nw-noetic-massage.com
248. **Northwest Regional Training Center**
Vancouver, (360) 759-4404
website: www.nwrwc.org
249. **Northwest School of Animal Massage**
Redmond, (877) 836-3703
website: www.nwsam.com
250. **Northwest School of Massage**
Federal Way, (800) 929-9441
website: www.nwsm.net

Section II - Education & Training Opportunities

Private Career Schools (cont.)

251. **Northwest School of Massage/ Eastside**
Kirkland, (866) 713-1212
website: www.nwschoolofmassage.com
252. **Northwest School of Wooden Boatbuilding**
Port Hadlock, (360) 385-4948
website: www.nwboatschool.org
253. **Northwest Truck Training, Inc.**
Toledo, (360) 575-1744
website: www.nwtruckertraining.com
254. **Nursing Assistant Training Institute**
Shoreline, (206) 417-2600
website: www.natrainning.net
255. **Nursing Assistant Training School**
Tukwila, (206) 575-2010
email: hadrahasen@yahoo.com
256. **Office Advantage: Computer and Office Skills Training Center**
Yakima, (509) 248-0656
257. **Office Careers**
Renton, (425) 255-3317
website: www.officcareers.org
258. **Oxarc School of Welding**
Spokane, (509) 535-7794
259. **Pacific Maritime Institute**
Seattle, (206) 441-2880
website: www.mates.org
260. **Pacific Northwest Oil Heat Council**
Vashon, (206) 463-2314
website: www.pnwoilheat.com
261. **Pacific Northwest Tattoo Seminars**
Spokane, (509) 922-8120
website: www.ladylucktattoo.com
262. **Pathways Training Services**
Newport, (509) 455-1721
email: pathways@phd1.org
263. **Perry Technical Institute**
Yakima, (509) 453-0374
website: www.perrytech.edu
264. **Pilates and Physical Therapy Center of Seattle, Inc.**
Seattle, (206) 405-3560
website: www.PilatesSeattle.com
265. **Pima Medical Institute/Renton**
Renton, (425) 228-9600
website: www.pmi.edu
266. **Pima Medical Institute/Seattle**
Seattle, (206) 322-6100
website: www.pmi.edu
267. **Port Townsend School of Massage**
Port Townsend, (360) 379-4066
website: www.massageeducation.com
268. **Priority Instructional Center/ Lakewood**
Lakewood, (253) 512-0313
website: www.priorityinstruct.itgo.com
269. **Professional Gaming Institute**
Renton, (425) 235-5655
website: www.dealerschool.org
270. **Progressive Health Care Education Center**
East Wenatchee, (509) 886-4187
email: diana1triplec@hotmail.com
271. **Rainier Institute of Technology**
Puyallup, (253) 651-5558
email: pbryan1996@aol.com
272. **Reiki Training Institute, The**
Seattle, (206) 523-8999
website: www.reikitrainingprogram.com
273. **Rillos Engineering, Inc.**
SeaTac, (206) 592-9924
website: www.v5train.com
274. **Roger Moore's Institute of Hypnosis**
Seattle, (206) 903-1232
website: www.mooreabundance.com
275. **Royal College of Medical Training**
Auburn, (253) 833-8727
276. **Sage Technical Services**
Coeur d' Alene, (208) 765-6346
website: www.sageschools.com
277. **School of Piano Technology for the Blind**
Vancouver, (360) 693-1511
website: www.pianotuningschool.org
278. **School of Therapeutic Touch and Bodywork**
Wenatchee, (509) 667-2720
email: wachristinejh@aol.com
279. **School of Visual Concepts**
Seattle, (206) 623-1560
website: www.svcseattle.com
280. **Seattle Dental Assisting Institute, LLC**
Seattle, (206) 390-1164
website: www.seattledentalassisting.com
281. **Seattle Eastside Feldenkrais Teacher Training**
Kirkland, (425) 820-0399
website: www.feldenkraisinseattle.com
282. **Seattle Film Institute**
Seattle, (206) 568-4387
website: www.seattlefilmnstitute.com
283. **Seattle Gaming Academy**
Seattle, (206) 781-8700
website: www.seattlegamingacademy.com
284. **Seattle Midwifery School**
Seattle, (206) 322-8834
website: www.seattlemidwifery.org
285. **Seattle Truck Driving School**
Kent, (253) 528-0900
email: seattletruckdrivingschool@yahoo.com
286. **Sierra Diving Center**
Reno, (775) 825-2147
website: www.sierradive.com
287. **Soma Institute**
Buckley, (360) 829-1025
website: www.soma-institute.org
288. **Spartan College of Aeronautics and Technology**
Tulsa, (918) 836-6886
website: www.spartan.edu

Section II - Education & Training Opportunities

Private Career Schools (cont.)

289. **Spectrum Center School of Massage**
Lake Stevens, (425) 334-5409
website: www.spectrumschool.com
290. **Spokane Dental Assisting School, Inc.**
Spokane, (509) 926-1161
email: gdkeller1@comcast.net
291. **Spring Valley Montessori Teacher Education Program**
Federal Way, (253) 927-2557
website: www.springvalley.org
292. **SQL Soft, Inc.**
Bellevue, (425) 688-8977
website: www.sqlsoft.com
293. **Strategy Computers Technical Training Center**
Bellevue, (425) 643-4849
website: www.strategycomputers.com
294. **Superior Health Care Services**
Tacoma, (253) 476-3735
email: cherylshes@aol.com
295. **Swift Driving Academy/Lewiston**
Lewiston, (800) 345-3732
website: www.swifttruckingjobs.com
296. **Swift Driving Academy/Portland**
Portland, (888) 220-6450
website: www.swifttruckingjobs.com
297. **T Enterprises, Inc.**
Pasco, (509) 547-2441
website: www.tenterprisesinc.com
298. **Tacoma Goodwill Industries Rehabilitation/Kent**
Kent, (253) 284-3374
website: www.tacomagoodwill.org
299. **Tacoma Goodwill Industries Rehabilitation/Tacoma**
Tacoma, (253) 272-5166
website: www.tacomagoodwill.org
300. **Test You, Inc.**
Vancouver, (360) 750-9338
website: www.testyoucdl.com
301. **TL Sea Diving, LLC**
Des Moines, (206) 824-4100
website: www.tlsea.com
302. **TNI Workshops**
Everett, (425) 252-8660
email: april@tnicentral.com
303. **Trans Union Training Services, Inc.**
Tacoma, (253) 922-0870
website: www.transuniontruck.com
304. **Tri-City School of Massage**
Kennewick, (509) 586-6434
website: www.tricityschoolofmassage.com
305. **Underwater Sports, Inc.**
Seattle, (206) 362-3310
website: www.underwatersports.com
306. **United Montessori Association**
Seattle, (206) 441-4337
website: www.unitedmontessori.com
307. **Universal Technical Institute of Northern CA**
Sacramento, (916) 263-9100
website: www.uticorp.com
308. **Universal Technical Institute of Texas**
Houston, (281) 443-6262
website: www.uticorp.com
309. **Universal Technical Institute/Motorcycle/Marine Mechanics Institute, Auto Division**
Orlando, (407) 240-2422
website: www.uticorp.com
310. **Universal Technical Institute/Motorcycle Mechanics Institute Division**
Phoenix, (623) 869-9644
website: www.uticorp.com
311. **Vegas Gaming School**
Seattle, (206) 779-3838
312. **Vitality Pilates**
Seattle, (206) 328-6517
website: www.vitalitypilates.com
313. **Washington College of Acupuncture and Oriental Medicine**
Kent, (253) 941-5672
314. **Wellness Institute, The**
Issaquah, (425) 391-9716
website: www.wellness-institute.org
315. **West Coast Training, Inc.**
Woodland, (360) 225-6787
website: www.heavyequipmenttraining.com
316. **Western Culinary Institute**
Portland, (888) 891-6222
website: www.wci.edu
317. **Western Pacific Truck School/Everett**
Everett, (425) 438-2887
website: www.wptruckschool.com
318. **Western Pacific Truck School/Lakewood**
Lakewood, (253) 581-6494
website: www.wptruckschool.com
319. **Western Pacific Truck School of Oregon**
Longview, (888) 565-0203
website: www.wptruckschooloforegon.com
320. **Westwood College of Aviation Technology**
Broomfield, (303) 466-7383
website: www.westwood.edu
321. **Wu Hsing Tao School**
Seattle, (206) 324-7188
website: www.wuhsing.org
322. **WyoTech/Blairsville**
Blairsville, (724) 459-9500
website: www.wyotech.com
323. **WyoTech/Laramie**
Laramie, (307) 742-3776
website: www.wyotech.com
324. **WyoTech/West Sacramento**
Sacramento, (916) 376-8888
website: www.wyotech.com

Section II - Education & Training Opportunities

Apprenticeship Training

325. **Columbia Basin Carpenters Apprenticeship Committee**
Pasco, (509) 545-1781
email: cbct01@yahoo.com
326. **Construction and Industrial Workforce Development Center**
Spokane, (509) 535-0391
website: www.ciwdc.org
327. **Construction Industry Training Council of Washington**
Bellevue, (877) 707-2482
website: www.citcwa.org
328. **Eastern Washington-Northern Idaho Carpenters Apprenticeship Committee**
Spokane, (509) 532-8833
email: wicat@netzero.net
329. **Inland Empire Plumbing and Pipefitting Industry Apprenticeship Training Committee**
Spokane, (509) 624-5258
email: karenjatc@qwest.net
330. **Inland NW Chapter Associated General Contractors Carpenters Apprenticeship Committee**
Spokane, (509) 535-0391
331. **LU 112-NECA Electrical Apprenticeship Committee**
Kennewick, (509) 783-0589
website: www.jatc112.org
332. **North Puget Sound Carpenters JATC**
Mount Vernon, (360) 428-2933
website: www.ncia.com/~npsctc
333. **Northeastern Washington-Northern Idaho Sheet Metal Apprenticeship Committee**
Spokane, (509) 928-5009
email: smith66@qwest.net
334. **Northwest Laborers-Employers Apprenticeship Committee**
Kingston, (360) 297-5948
website: www.nwlaborerstraining.org
335. **Northwest Washington Electrical JATC**
Mt. Vernon, (360) 428-5080
website: www.nwejatc.org
336. **Northwest Washington Plumbers and Steamfitters Apprenticeship Committee**
Everett, (425) 317-8345
email: bruce@ua265.org
337. **Operating Engineers Regional Training Program JATC**
Ellensburg, (509) 968-3203
website: www.oetraining.com
338. **Pacific Northwest Ironworkers and Employers Local #14 Apprenticeship and Training Committee**
Spokane, (509) 922-3577
email: phillipson@nwiw.com
339. **Pacific Northwest Ironworkers and Employers Local #86 Apprenticeship Committee**
Tukwila, (206) 244-2993
email: jatc86@nwiw.com
340. **Pasco Millwrights Apprenticeship Committee**
Pasco, (509) 545-1781
email: cbct01@yahoo.com
341. **Puget Sound Electrical JATC**
Renton, (425) 228-1777
website: www.psejatc.org
342. **Puget Sound Electrical Training**
Bremerton, (360) 377-2492
website: www.psetraining.com
343. **Seattle Area Pipe Trades Education Center**
Renton, (425) 271-5900
website: www.seattlepipetrades.org
344. **Seattle Heat and Frost Insulators and Asbestos Workers Apprenticeship Committee**
Renton, (425) 235-7827
email: dsteinmetzer@rtc.ctc.edu
345. **South Puget Sound Carpenters JATC**
Tacoma, (253) 472-2629
email: southcenter@qwest.net
346. **Southwest Washington Pipe Trades JATC**
Lacey, (360) 486-9400
email: paul@ua26.org
347. **Teamster/AGC Training Center**
Pasco, (509) 545-8297
website: www.teamstertraining.org
348. **West Sound Pipe Trades Apprenticeship Committee**
Bremerton, (360) 377-1118
email: wendy@ua26.org
349. **Western States Operating Engineers Institute of Training**
Spangle, (509) 235-9393
website: www.wsopen.org
350. **Western Washington Cement Masons Apprenticeship Committee**
Seattle, (206) 762-9286
email: concretetraining@msn.com
351. **Western Washington LADS and Thermal Insulation Installers Apprentices**
Renton, (425) 235-5835
email: wwlad@rtc.ctc.edu
352. **Western Washington Masonry Trades Apprenticeship Committee**
Seattle, (206) 624-5481
email: wwmtrades@msn.com
353. **Western Washington Millwrights JATC**
Kent, (253) 437-5235
email: trng@qwest.net
354. **Western Washington Piledrivers, Bridge, Deck and Wharf Builders Apprenticeship**
Kent, (253) 437-5235
email: trng@qwest.net
355. **Western Washington Sheet Metal JATC**
Kirkland, (425) 823-5737
website: wwwsmjatc.org

Section II - Education & Training Opportunities

Barbering, Cosmetology & Manicure Schools

356. **1st International Beauty College**
Lynnwood, (425) 742-7893
website: www.1stbeautyschool.com
357. **ABC Nail and Skin College**
Bellevue, (425) 635-7400
358. **Academy of Cosmetology LLC**
Kennewick, (509) 946-0980
359. **Academy of Hair Design**
Wenatchee, (509) 662-6452
website: www.theacademyofhairdesign.com
360. **Anthony's Beauty School**
Seattle, (206) 568-3037
email: lecorp3000@yahoo.com
361. **Bates Technical College/ Barbering/Cosmetology**
Tacoma, (253) 680-7249
website: www.bates.ctc.edu
362. **Bellevue Beauty School**
Bellevue, (425) 643-0270
website: www.bellevuebeautyschool.com
363. **Bellingham Beauty School**
Bellingham, (360) 734-1090
website: www.bellinghambeautyschool.edu
364. **BJ's Beauty and Barber College**
Puyallup, (253) 848-1595
365. **BJ's Beauty and Barber College**
Tacoma, (253) 473-4320
366. **Blades on Broadway/ Moses Lake**
Moses Lake, (509) 764-0114
website: www.bladesonbroadway.com
367. **Blades on Broadway/ Wenatchee**
Wenatchee, (509) 662-3633
website: www.bladesonbroadway.com
368. **Bluestone Academy**
Ellensburg, (509) 962-3184
369. **Cascade Beauty College, LLC**
Renton, (425) 226-2457
email: cascadebeautycollege@comcast.net
370. **Centralia Beauty College**
Centralia, (360) 736-2866
371. **Char Glo School of Beauty**
Moses Lake, (509) 765-5309
372. **Clare's Beauty College**
Pasco, (509) 547-8871
373. **Clover Park Technical College**
Lakewood, (253) 589-5623
website: www.cptc.edu/cptc/pages/cosmo
374. **Daniel Delon Beauty Academy**
Seattle, (206) 322-3529
email: BeautyAcademy@BoyBoySalon.com
375. **DeCharlene Beauty and Barber College**
Seattle, (206) 322-8296
website: www.decharlene.com
376. **Destiny's Beauty & Barber College**
Tacoma, (253) 272-0660
377. **Eastside Beauty/Barber College, Inc.**
Lacey, (360) 491-1020
378. **Eastside Esthetics Institute**
Bellevue, (425) 614-0303
379. **Elements University, Inc.**
Wenatchee, (509) 667-9020
380. **European Hair Designers Academy**
Spokane, (509) 328-6175
381. **Everett Community College**
Everett, (425) 388-9339
website: www.evcc.ctc.edu
382. **Evergreen Beauty & Barber College**
Everett, (425) 423-9186
website: www.evergreenbeautybarber.com
383. **Gary Manuel Aveda Institute**
Seattle, (206) 329-9933
website: www.gmaveda.com
384. **Gene Juarez Academy/ Federal Way**
Federal Way, (253) 839-4338
website: www.genejuarezacademy.com
385. **Gene Juarez Academy/Seattle**
Seattle, (800) 230-3636
website: www.genejuarezacademy.com
386. **Gene Juarez Advanced Training Salon**
Seattle, (206) 622-6611
email: lisac@genejuarez.com
387. **Glen Dow Academy of Hair Design, Inc.**
Spokane, (509) 624-3244
website: www.glendow.com
388. **Grays Harbor Beauty College**
Aberdeen, (360) 532-6666
389. **Greenwood Academy of Hair Design**
Seattle, (206) 782-0220
email: greenwood@vircom.net
390. **Hair We Are Inc.**
Deer Park, (509) 276-3183
email: greenwood@vircom.net
391. **HOA's Beauty School**
Seattle, (206) 328-9120
392. **Hong Kong Academy of Hair**
Seattle, (206) 328-1399
393. **International Beauty College III**
Lynnwood, (206) 999-6936
394. **International Beauty College**
Seattle, (206) 721-2402
395. **JJ Beauty School Inc.**
Lakewood, (253) 583-8106
396. **Kirkland Beauty School**
Woodinville, (425) 487-0737
397. **Le Tam Beauty School**
Seattle, (206) 244-9870
398. **Lincoln Beauty School**
Tacoma, (253) 473-0501

Section II - Education & Training Opportunities

Barbering, Cosmetology & Manicure Schools (cont.)

399. **Lorinda's Hair Care**
Tacoma, (253) 472-1320
400. **Lynn's Beauty School**
Seattle, (206) 723-3258
401. **Manning's Magee Bros. School of Cosmetology**
Vancouver, (360) 694-8483
402. **Maria Bonita College of Beauty**
Burien, (206) 246-1319
403. **Micol Allen School of Aesthetics**
Seattle, (206) 729-1805
404. **Milan Institute of Cosmetology**
Everett, (425) 353-8193
website: www.milaninstitute.edu
405. **N 4 U Beauty Academy**
Spokane, (509) 924-4885
406. **Nails Beauty College**
Seattle, (206) 725-6245
407. **New Beginnings Beauty College**
Auburn, (253) 939-2480
408. **Nini's Beauty School**
Seattle, (206) 328-3119
409. **Northwest Hair Academy**
Everett, (425) 710-0888
website: www.northwesthairacademy.com
410. **Northwest Hair Academy**
Mount Vernon, (360) 336-6553
website: www.northwesthairacademy.com
411. **Oasis Hair Design Academy**
Spokane, (509) 484-7564
412. **Pacific Northwest Hair Academy**
Port Hadlock, (360) 344-4300
413. **Phagan's Orchards Beauty School**
Vancouver, (360) 254-9517
website: www.phagansnw.com
414. **Professional Beauty School, Inc./Sunnyside**
Sunnyside, (509) 837-4040
415. **Professional Beauty School, Inc.**
Yakima, (509) 457-4011
416. **Quality Beauty College**
Olympia, (360) 570-8475
417. **Sakie International College of Cosmetology**
Yakima, (509) 457-2773
website: www.sakieintl.com
418. **Seattle Vocational Institute**
Seattle, (206) 587-5477
website: sviweb.sccd.ctc.edu
419. **Shoreline Community College**
Seattle, (206) 546-4631
website: www.shoreline.edu
420. **Simply Couture Beauty College**
Renton, (425) 255-1110
421. **South Seattle Community College**
Seattle, (206) 764-5846
website: www.southseattle.edu
422. **Spokane Community College**
Spokane, (509) 533-7288
website: www.scc.spokane.edu
423. **Stylemasters College of Hair Design**
Longview, (360) 636-2720
website: ww.stylemaster.qwestdex.com
424. **Sunnyside Beauty Academy**
Sunnyside, (509) 839-3700
425. **Swiss Skin Care Inc.**
Renton, Phone not available
426. **The Hair Academy**
Moses Lake, (509) 766-8125
427. **The Hair School**
Port Angeles, (360) 452-3048
email: hairschool@3dnorth.com
428. **Thuy's Academy of Beauty**
Seattle, (206) 323-9198
429. **Total Cosmetology Training**
Spokane, (509) 487-5500
430. **Vancouver School of Beauty**
Vancouver, (360) 694-5601
website: www.vancouverschoolofbeauty.uswestdex.com
431. **Victoria's Academy of Cosmetology**
Kennewick, (509) 586-9979
website: ww.victoriasacademy.com
432. **Vuu's Beauty School**
Seattle, (206) 340-2655
433. **Walla Walla Community College**
Walla Walla, (509) 527-4228
website: www.wvcc.edu
434. **Washington Beauty School**
Seattle, (206) 938-3738
435. **West Sound Technical Skills Center**
Bremerton, (360) 478-5168
436. **Yakima Beauty School**
Yakima, (509) 248-2288

Section III - Preparing for Employment

What do Employers Want?

- Accuracy and attention to details
- Reading, writing, and math skills
- Ability to be cooperative with people
- Communication and time management skills
- Adaptability and flexibility
- Ability to problem solve and set priorities
- Good grooming and personal hygiene

Sources for Finding Job Openings

It's important to know where to look for job openings. Use as many different means as possible to identify potential employers and job openings, including:

- Friends and Acquaintances - many jobs are filled through word-of-mouth from friends and relatives
- WorkSource Centers of Washington - Visit one of the WorkSource Centers (see page 65) or find jobs online at www.wa.gov/esd/employment.html.
- Civil Service Bulletins - available at WorkSource Centers, public libraries, and post offices.
- Professional Associations - listing of associations, such as plumbers' unions, can be found at the local library.
- Chamber of Commerce or Union Hiring Halls
- Newspaper Ads
- School Placement Offices
- Telephone Directory Yellow Pages
- Private Employment Agencies
- Apply Directly to the Employer

Develop a Job-Winning Resume!

Your resume highlights your education and experiences. It is used to persuade an employer to grant you an interview. An employer will compare your resume with dozens of others. It is important that your resume provides the first impression that will land you the interview.

Remember to tailor your resume to the job you are seeking and include the following sections:

- **Heading** - your name and contact information. ***Do not include personal information such as your social security number, age, or marital status.***
- **Education** - list your education beginning with your highest level of attainment. Include job-related training or professional certifications you have completed. Only provide high school information if that is the highest level attained so far.
- **Employment Experience** - list your job history, beginning with your most current experience. Include the dates of employment, job title, employer's name and location, and the specific achievements of the job. ***Remember: describe your experience in terms of the duties of the job you are seeking, if possible.***
- **Special Skills/Abilities/Strengths** - highlight the skills that would make you an asset to the employer.
- **Optional Sections** - you can include other relevant sections, such as community or volunteer service, military service, professional affiliations, or special interests.
- **References** - it is not necessary to include your references' contact information, but be prepared to supply the information upon request.

GENERAL RESUME GUIDELINES

- **Be specific and relevant—include only information having to do with the job you are seeking or your career goals.**
- **Be honest—do not overstate your achievements or accomplishments.**
- **Be concise—keep the length to one or two pages.**
- **Proofread—ask someone to check for spelling and grammatical errors before you submit your resume to an employer.**
- **Use a high-quality paper to create a professional look.**

INTERNET JOB RESOURCES

America's Job Bank.....www.ajb.dni.us
Career Builder.....www.careerbuilder.com
Career Journal.....www.CareerJournal.com
Career Magazine.....www.careermag.com
College Grad Job Hunter.....www.collegegrad.com
Federal Jobs Central.....www.fedjobs.com
Hot Jobs.....www.hotjobs.yahoo.com
Job Central.....www.jobcentral.com
Job Web.....www.jobweb.org
Monster.....www.monster.com
Now Hiring.....www.nowhiring.com
Riley Guide.....www.rileyguide.com
True Careers.....www.truecareers.com
USA Jobs.....www.usajobs.opm.gov
Washington WorkSource .. www.wa.gov/esd/employment.html
Workforce Explorer.....www.workforceexplorer.com

Cover Letters Create Interest

Every resume you send will need an accompanying cover letter. It targets the specific company and position you are applying for. It allows you to stress the skills, abilities, and experiences you have that make this the ideal job for you. It explains why a company should interview you!

A cover letter should include:

- **The opening** - states the position for which you are applying and how you learned about the job opening.
- **The body** - highlights your main qualifications, skills, abilities, and how these relate to the position. ***Refer to your resume, but do not repeat it.***
- **The closing** - requests an interview, suggesting a time for your follow-up call or contact. Express a desire to provide additional information by letter or in person.

Section III - Preparing for Employment

GENERAL COVER LETTER GUIDELINES

- Address the letter to a specific person, rather than “Dear Sir” or “Dear Personnel Manager.” Make a phone call to learn whom your contact should be.
- Type the letter, if possible, using high quality paper. Keep the letter to one page.
- Use simple, direct language. Check spelling, punctuation, grammar, and sentence structure. Ask someone to proofread your letter prior to sending it.
- Know your skills, abilities, and experiences and state how you fit into the company. Don’t expect the employer to read between the lines. Explain what makes you different from other applicants.
- Keep the letter upbeat and positive. Do not ask for sympathy or complain about previous employers.
- Personally sign the letter.

The Job Application Form

In addition to a resume, many employers require that you fill out and sign a job application. Messy, illegible, or incomplete forms are often tossed out. Follow directions carefully. Employers often make assumptions about the quality of work you do by how you complete your application.

GENERAL JOB APPLICATION GUIDELINES

- Read the entire application before starting to write.
- Use a pen, unless a pencil is required.
- Print all information legibly.
- Be neat.
- Be sure all spelling is correct.
- Answer all questions honestly.

The Job Interview

The interview is the most important part of your job search. Those 20 or 30 minutes may determine your future, so be ready to talk about yourself, your experience, your strengths, and your goals. The employer will judge your qualifications, appearance, and general fitness for the job. It is your opportunity to convince the employer that you can make a real contribution.

The interview also gives you an opportunity to appraise the job, the employer, and the company, enabling you to decide if the job meets your career needs.

Be prepared. Be ready to talk about yourself, your experiences, your strengths, and your goals. Learn all you can about the company: What are their products or services? How will your education and experience benefit the company?

GENERAL INTERVIEW GUIDELINES

DO

- Dress appropriately - be clean and well-groomed.
- Be prompt - there is no excuse for being late!
- Learn the interviewer’s name and use it.
- Shake hands firmly
- Be enthusiastic, positive, and upbeat.
- Maintain good eye contact and speak clearly.
- Take time to think about your answers.
- Ask when you may call to learn about the hiring decision.
- Thank the interviewer for his or her time.
- Follow up the interview with a brief thank you note.

DON’T

- Take anyone with you - go alone.
- Chew gum.
- Apologize for your lack of experience.
- Plead for a job or say, “I’ll take anything.”
- Discuss personal, home, or money problems.
- Criticize former employers or coworkers.
- Hang around after the interview.

The interviewer may ask you:

- Where did you hear about us?
- What is your background?
- What is or was your best subject in school? Your worst? Your favorite?
- Why do you want to work for our company?
- What are your short-term and long-term goals?
- What kind of contribution can you make to our company?
- Where do you see yourself in this company in the next five years? Ten years?

You need not answer some questions. It is illegal for interviewers to ask about age, sex, religion, race, handicaps, arrests, mental illnesses, and recent hospitalizations.

The Follow-Up Letter

The follow-up letter is an important step in the job-hunting process. It is an opportunity to get your name before the interviewer one more time. A good follow-up letter should contain:

- A thank-you-for-the-interview comment.
- A statement that reaffirms your interest in the position and your value as an employee in that position.
- A statement that you will be available for further interviews or to provide additional information.

Section III - Preparing for Employment

WorkSource Centers & Affiliate Sites

WorkSource Centers provide all the information, technology, and services that businesses need to thrive, and job seekers need to achieve successful careers. They represent a unique concept in the labor market - everything in one place.

WorkSource affiliates serve special populations and are electronically linked to the system. All affiliates offer self-service resource rooms and job search activities.

WorkSource is a joint venture of organizations dedicated to addressing Washington State's employment need, including

business, labor, Employment Security Department, Workforce, Development Councils, Community and Technical Colleges, Department of Social and Health Services, Workforce Training and Education Coordinating Board, Superintendent of Public Instruction, and the Governor's Office.

Call toll free (1-877-872-5627) for the nearest WorkSource locations, or visit the WorkSource website at: www.wa.gov/esd/work/localconnections.htm.

WorkSource Grays Harbor

511 W. Heron
Aberdeen, WA 98520
(360) 538-2340

WorkSource Affiliate Auburn

2707 I St. NE
Auburn, WA 98002
(253) 804-1177

WorkSource Affiliate Bellevue Community College

3000 Landerholm Circle SE, #B231
Bellevue, WA 98007
(425) 564-2279

WorkSource Whatcom

101 Prospect St.
Bellingham, WA 98225
(360) 671-1660

WorkSource Kitsap County

1300 Sylvan Way
Bremerton, WA 98310
(360) 337-4722

Brewster Learning Center

520 W. Main
Brewster, WA 98812
(509) 689-8031

WorkSource Lewis County

151 NE Hampe Way
Chehalis, WA 98532
(360) 748-2360

Rural Resources

827 Fifth St.
Clarkston, WA 99403
(509) 758-5461

Colville WorkSource Center

956 S. Main, Suite B
Colville, WA 99114
(509) 685-6158

WorkSource Kittitas County

412 N. Main St.
Ellensburg, WA 98926
(509) 925-5311

WorkSource Everett

3201 Smith Ave., Suite 114
Everett, WA 98201
(425) 258-6300

WorkSource Youth Center

3331 Broadway, Suite 1001
Everett, WA 98201
(425) 252-6400

WorkSource Goldendale Affiliate

116 E. Main
Goldendale, WA 98620
(509) 773-5503

WorkSource Cowlitz/Wahkiakum

711 Vine St.
Kelso, WA 98626
(360) 577-2250

WorkSource Columbia Basin

815 N. Kellogg, Suite D
Kennewick, WA 99336
(509) 734-5900

WorkSource Affiliate Clover Park Technical College

4500 Steilacoom Blvd. SW
Lakewood, WA 98499
(253) 589-5503

WorkSource Affiliate Pierce College

9401 Farwest Dr. SW
Lakewood, WA 98498
(253) 964-6265

WorkSource Lakewood Affiliate

10107 S. Tacoma Way, Bldg. A, Suite 2
Lakewood, WA 98499
(253) 589-6311

Long Beach WorkSource

2601 North Pacific Hwy.
Long Beach, WA 98631
(360) 642-6213

WorkSource Lynnwood

20311 - 52nd Ave. W., Suite 300
Lynnwood, WA 98036
(425) 673-3300

Mattawa Opportunities

403 Boundary
Mattawa, WA 99349
(509) 932-4045

Moses Lake WorkSource Affiliate

1616 S. Pioneer Way
Moses Lake, WA 98837
(509) 766-4107

WorkSource Skagit

2005 E. College Way
Mount Vernon, WA 98273
(360) 416-3600

Rural Resources Newport

240 Union Ave. N.
Newport, WA 99156
(509) 447-5614

WorkSource Whidbey

31975 SR 20, Suite 3
Oak Harbor, WA 98277
(360) 675-5966

WorkSource Okanogan County

126 S. Main
Omak, WA 98841
(509) 826-7545

WorkSource Clallam County

228 W. 1st St., Suite A
Port Angeles, WA 98362
(360) 337-4728

Section III - Preparing for Employment

WorkSource Jefferson County Affiliate

207 W. Patison
Port Hadlock, WA 98339
(360) 379-5036

Kitsap Community Resources

1211 Bay St.
Port Orchard, WA 98366
(360) 473-2159

Pullman WorkSource Affiliate

350 SE Fairmont Rd., Suite 2
Pullman, WA 99163
(509) 332-6549

WorkSource Pacific County

600 Washington St.
Raymond, WA 98577
(360) 875-9470

WorkSource Redmond

7735 - 178th Pl. NE
Redmond, WA 98052
(425) 861-3700

WorkSource Renton

919 SW Grady Way, Suite 125
Renton, WA 98055
(206) 205-3500

Republic CSO WorkSource Self Service Site

89 E. Delaware
Republic, WA 99166
(509) 775-3455

Rural Resources Republic

665A Clark St.
Republic, WA 99166
(509) 775-2009

WorkSource Affiliate Downtown Seattle

2024 - 3rd Ave.
Seattle, WA 98121
(206) 436-8600

WorkSource Affiliate Rainier

2531 Rainier Ave. S.
Seattle, WA 98144
(206) 721-6000

WorkSource Affiliate South Seattle Community College

6000 - 16th Ave. SW
Seattle, WA 98106
(206) 764-5803

WorkSource North Seattle

12550 Aurora Ave. N.
Seattle, WA 98133
(206) 440-2500

WorkSource Mason County

2505 Olympic Hwy. N., #420
Shelton, WA 98584
(360) 427-2241

WorkSource Affiliate Spokane Community College

1810 N. Greene St.
Spokane, WA 99217
(509) 533-7249

WorkSource Affiliate Spokane Falls Community College

3410 W. Ft. George Wright Dr.
Spokane, WA 99224
(509) 533-3521

Career Path Services

905 N. Washington
Spokane, WA 99201
(509) 326-7520

Center for School to Work

1025 W. Indiana Ave.
Spokane, WA 99205
(509) 456-7660

Goodwill Industries

130 E. Third Ave.
Spokane, WA 99202
(509) 838-4246

WorkSource Spokane

130 S. Arthur St.
Spokane, WA 99202
(509) 532-3190

Stevenson WorkSource Affiliate

704 SW Rock Creek Dr.
Stevenson, WA 98648
(509) 427-4464

Vadis

1701 Elm St.
Sumner, WA 98390
(253) 863-5173 x228

WorkSource Sunnyside

1925 Morgan Rd.
Sunnyside, WA 98944
(509) 836-5405

WorkSource Affiliate Bates Technical College

1101 S. Yakima Ave.
Tacoma, WA 98405
(253) 680-7187

WorkSource Affiliate Tacoma Community College

6501 S. 19th St.
Tacoma, WA 98466
(253) 566-5188

Department of Corrections

1016 S. 28th St.
Tacoma, WA 98409
(253) 680-2703

Goodwill Industries Tacoma

714 S. 27th St.
Tacoma, WA 98409
(253) 272-5166

Tacoma Community House

1314 S. L St.
Tacoma, WA 98415
(253) 383-3951

Tacoma Housing Authority

902 S. L St.
Tacoma, WA 98405
(253) 207-4441

WorkSource Pierce

1305 Tacoma Ave. S., Suite 201
Tacoma, WA 98402
(253) 593-7300

WorkSource Toppenish Affiliate

706 Rentschler Lane
Toppenish, WA 98948
(509) 865-7630

WorkSource Thurston County

1570 Irving St. SW
Tumwater, WA 98512
(360) 704-3600

WorkSource Vancouver Town Plaza

5411 E. Mill Plain Blvd., Suite 15
Vancouver, WA 98661
(360) 735-5000

WorkSource Affiliate Walla Walla Community College

500 Tausick Way
Walla Walla, WA 99362
(509) 527-4215

Section III - Preparing for Employment

WorkSource Walla Walla

1530 Stevens
Walla Walla, WA 99362
(509) 527-4393

SkillSource

233 N. Chelan
Wenatchee, WA 98801
(509) 663-3091

Wenatchee WorkSource Affiliate

215 Bridge St.
Wenatchee, WA 98807
(509) 665-6605

WorkSource Affiliate Wenatchee Valley College

1300 - 5th St.
Wenatchee, WA 98801
(509) 682-6890

WorkSource Columbia Gorge

107 W. Jewett Blvd.
White Salmon, WA 98672
(509) 493-1210

WorkSource Yakima

306 W. Division
Yakima, WA 98902
(509) 574-0105

WorkSource Washington is an equal opportunity employer and provider of employment and training services.

Auxiliary aids and services are available upon request to persons with disabilities.



**Be
Smart!**

INVESTIGATE

Wherever you decide to get your postsecondary training, check it out first at www.wtb.wa.gov/jtr. This user-friendly website is loaded with information. It describes programs and training offered by various schools, the academic prerequisites, tuition, and characteristics of each program's students, the program's employment record, and the type of wages you can expect if you complete your training.

**Be consumer-savvy!
Investigate before you enroll!**

Section III - Preparing for Employment

Community-Based Organizations

Community-based organizations are private nonprofit organizations representative of the community or a significant segment of the community, providing employment and training services or activities.

There are many organizations fitting this description, such as agencies serving women, community action agencies, agencies serving youth, and union-related organizations. A few of the community-based organizations from around the state are listed below in **alphabetical order by city name**.

Coastal Community Action Program

117 E. 3rd St.
Aberdeen, WA 98520
(360) 533-5100
website: www.coastalcap.org

Kitsap Community Resource

802 - 7th St.
Bremerton, WA 98337
(360) 478-2301
website: www.kcr.org

Sound Institute

1200 Navy Yard Hwy.
Bremerton, WA 98312
(360) 373-7713

Lewis County Work Opportunities

122 Sears Rd.
Chehalis, WA 98532
(360) 748-9921

Community Action Center

200 N. Main
Colfax, WA 99111
(509) 397-2205
website: www.cacwhitman.com

Rural Resources Community Action

956 S. Main St.
Colville, WA 99114
(509) 684-8421
website: www.ruralresources.org

Community Action Council of Lewis, Mason, and Thurston Counties

420 Golf Club Rd. SE
Lacey, WA 98503
(360) 438-1100
website: www.caclmt.org

Lower Columbia Community Action Council

1526 Commerce Ave.
Longview, WA 98632
(360) 425-3430
website: www.lccac.org

North Columbia Community Action Council

903 W. Third Ave.
Moses Lake, WA 98837
(509) 765-9206
website:
www.nccac.net/emergency.htm

Makah Tribe

P.O. Box 115
Neah Bay, WA 98357
(360) 645-2201
website: www.makah.com

Community Youth Services

711 State Ave. NE, 3rd Fl.
Olympia, WA 98506
(360) 943-0780
website:
www.communityyouthservices.org

Goodwill Industries

307 W. Columbia St.
Pasco, WA 99301
(509) 547-7717
website: www.goodwillotc.org

Northwest Services Council

228 W. 1st St., #N
Port Angeles, WA 98362
(360) 457-2102

Apprenticeship & Non-traditional Employment for Women & Men (ANEW)

c/o South Seattle Community College
6770 E. Marginal Way S., Bldg. F
Seattle, WA 98108
(206) 381-1384

Asian Counseling and Referral Service

720 - 8th Ave. S., #200
Seattle, WA 98104
(206) 695-7600
website: www.acrs.org

Atlantic Street Center

2103 S. Atlantic St.
Seattle, WA 98144
(206) 329-2050
website: www.atlanticstreet.org

Center for Career Alternatives

901 Rainier Ave. S.
Seattle, WA 98144
(206) 322-9080
website: www.ccawa.org

Central Area Motivation Program (CAMP)

722 - 18th Ave.
Seattle, WA 98122
(206) 328-2356

Chinese Information and Service Center

409 Maynard Ave. S., #203
Seattle, WA 98104
(206) 624-5633
website: www.cisc-seattle.org

El Centro de la Raza

2524 - 16th Ave. S.
Seattle, WA 98144
(206) 329-9442
website: www.elcentrodelaraza.com

Jewish Family Services

1601 - 16th Ave. S.
Seattle, WA 98122
(206) 461-3240
website: www.jfsseattle.org

Metrocenter YMCA

909 Fourth Ave., Lower Level
Seattle, WA 98104
(206) 382-5003
website: www.ymcaofgreaterseattle.org

Operational Emergency Center

11410 Renton Ave. S.
Seattle, WA 98178
(206) 772-9232
website: www.oecagency.org

Section III — Preparing for Employment

United Indians of All Tribes Foundation

PO Box 99100
Seattle, WA 98199
(206) 285-4425
website: www.unitedindians.com

Urban League of Metropolitan Seattle

105 - 14th Ave.
Seattle, WA 98122
(206) 461-3792
website: www.urbanleague.org

Washington Association of Churches

419 Occidental Ave. S., #201
Seattle, WA 98104
(206) 625-9790
website: www.thewac.org

M-2 Job Therapy of Snohomish County

205 Ave. C
Snohomish, WA 98290
(360) 568-3268

Willapa Counseling Center

819 Alden St.
South Bend, WA 98586
(360) 875-9426

American Indian Community Center

905 E. Third Ave.
Spokane, WA 99202
(509) 535-0886

The ARC of Spokane

127 W. Boone Ave.
Spokane, WA 99201
(509) 328-6326
website: www.arc-spokane.org

Centro Latino

1208 S. 10th St.
Tacoma, WA 98405
(253) 572-7717
website: www.clatino.org

Metropolitan Development Council

721 S. Fawcett Ave., #201
Tacoma, WA 98402
(253) 383-3921
website: www.mdc-tacoma.org

Tacoma Community House

1314 S. L St.
Tacoma, WA 98415
website: www.tchonline.org

Tacoma Urban League

2550 S. Yakima Ave.
Tacoma, WA 98405
(253) 383-2007
website: www.tacomaurbanleague.org

Washington Women's Employment and Education

3516 S. 47th St., #205
Tacoma, WA 98409
(253) 474-9933
website: www.wwee.org

YWCA

405 Broadway
Tacoma, WA 98402
(253) 272-4181
website: www.ywca.org/piercecounty

Blue Mountain Action Council/Adult Literacy Program

342 Catherine St.
Walla Walla, WA 99362
(509) 529-4980
website: www.bmacww.org

OIC of Washington

815 Fruitvale Blvd.
Yakima, WA 98902
(509) 248-6751
website: www.yvoic.org

People for People

302 W. Lincoln Ave.
Yakima, WA 98902
(509) 248-6726
website: pfp.org

Yakima Valley Farm Workers Clinic

602 E. Nob Hill Blvd.
Yakima, WA 98901
(509) 248-3334
website: www.yvfwc.com

Job Corps Program

Job Corps is a national training and employment program administered by the U.S. Department of Labor. Job Corps is designed to assist young people who both need and can benefit from the wide range of services provided in the residential setting of Job Corps Center campuses. These services include academic programs, technical training, social and employability skills development, health care, counseling, and related support services. Youth entering the program must be at least 16 and not yet 25 years of age, a U.S. citizen or legal resident, meet income guidelines, and be in need of additional education and training.

The unique combination of education, training, and support services provided in Job Corps is intended to better prepare these youth to obtain and hold gainful employment, pursue further education or training, or satisfy entrance requirements for careers in the military.

For information about Job Corps, or to enroll, call 1-800-733-JOBS, or contact a Job Corps Outreach and Admissions office listed below.

| | |
|-------------------|-----------------------|
| Bellingham | (800) 555-1647 |
| Bremerton | (360) 337-4730 |
| Everett | (425) 388-0166 |
| Kennewick | (866) 328-7274 |
| Moses Lake | (509) 765-0330 |
| Olympia | (360) 754-7409 |
| Renton | (206) 205-3634 |
| Seattle | (206) 622-6593 |
| Spokane | (866) 328-7276 |
| Tacoma | (253) 572-7140 |
| Vancouver | (866) 749-7204 |
| Yakima | (509) 574-0154 |

Section III - Preparing for Employment

Disability Services & Agencies

In 1973, Congress passed the Education of the Handicapped Act (PL 94-142), which states, "No individual in the United States...shall, solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, be subjected to discrimination under any program or activity receiving federal financial assistance." This statute guarantees students with disabilities access into our nation's technical education programs.

The public schools listed in this guide are barrier-free and have specialists to advise disabled students. For more information, contact the service coordinator for disabled students at the school you plan to attend.

Vocational Rehabilitation

Vocational rehabilitation offers services to persons with disabilities who want to work.

Employment and preparation services are available to persons with disabilities who meet the following requirements:

1. A physical or mental disability that makes it hard to obtain or hold a job.
2. A reasonable expectation that the individual will be able to work after receiving vocational rehabilitation services.

**For more information, contact the
Division of Vocational Rehabilitation
(360) 438-8000 or 1-800-637-5627**

Vocational rehabilitation services may include:

- Training for many occupations.
- Tuition, books, and equipment costs necessary for training or starting a new job.
- Transportation expenses during a rehabilitation program.
- Living allowances during the program.
- Job placement in a suitable job.
- Follow-up study of an individual's progress on the job.

STATE AGENCIES

Governor's Committee on Disability Issues and Employment

Olympia, (360) 438-3168

Department of Services for the Blind

Olympia, (360) 586-1224

Department of Labor and Industries

Olympia, (360) 902-5800

Department of Veterans Affairs

Olympia, (800) 562-0132

Department of Social and Health Services/Division of Vocational Rehabilitation (DSHS/DVR)

Olympia, (360) 725-3610

State Board For Community and Technical Colleges

Olympia, (360) 704-4400

CLIENT SERVICES

DSHS/DVR

415 W. Wishkah St.
Aberdeen, WA 98520
VOICE: (360) 537-2639
TTY: (360) 533-9223

DSHS/DVR

16710 Smokey Point Blvd., #103
Arlington, WA 98223
VOICE: (360) 651-6401
TTY: (360) 651-6525

DSHS/DVR

14360 SE Eastgate Way
Bellevue, WA 98007
VOICE/TTY: (425) 649-4241

DSHS/DVR

4101 Meridian
Bellingham, WA 98007
VOICE: (360) 714-4136
TTY: (360) 714-4009

Whatcom WorkSource

101 Prospect St.
Bellingham, WA 98225
VOICE: (360) 671-1660
TTY: (360) 671-4948

DSHS/DVR

1000 Kresky Plaza, #R
Centralia, WA 98531
VOICE: (360) 807-7000
TTY: (360) 807-6241

DSHS/DVR

525 - 5th St.
Clarkston, WA 99403
VOICE: (509) 751-4668
TTY: (509) 751-4253

DSHS/DVR

775 S. Main St., #B
Colville, WA 99114
VOICE/TTY: (509) 684-7336

WorkSource Kittitas County

412 N. Main St.
Ellensburg, WA 98926
VOICE: (509) 925-5311
TTY: (509) 925-5324

DSHS/DVR

840 N. Broadway, Bldg. B, #500
Everett, WA 98201
VOICE/TTY: (425) 339-4882

DSHS/DVR

711 Vine St.
Kelso, WA 98626
VOICE: (360) 501-2499
TTY: (360) 501-2542

DSHS/DVR

500 N. Morain, #2105
Kennewick, WA 99336
VOICE/TTY: (509) 374-2151

WorkSource Columbia Basin

815 N. Kellogg, #D
Kennewick, WA 99336
VOICE: (509) 734-5900
TTY: (509) 532-3084

Section III - Preparing for Employment

Disability Services & Agencies (cont.)

DSHS/DVR

1000 Central Ave. S., N43-7
Kent, WA 98032
VOICE: (253) 372-3940
TTY: (253) 372-5700

DSHS/DVR

720 Sleater-Kinney Rd., #R
Lacey, WA 98503
VOICE/TTY: (360) 438-7800

DSHS/DVR

20311 - 52nd Ave. W., #200
Lynnwood, WA 98503
VOICE/TTY: (360) 438-7800

DSHS/DVR

821 E. Broadway, #5
Moses Lake, WA 98837
VOICE: (509) 766-2700
TTY: (509) 766-6526

DSHS/DVR

2005 E. College Way, 2nd Fl.
Mount Vernon, WA 98273
VOICE: (360) 416-7426
TTY: (360) 416-7039

DSHS/DVR

1600 W. 1st St.
Newport, WA 99156
VOICE/TTY: (509) 447-3192 x29

DSHS/DVR

656 SE Bayshore Dr., #1
Oak Harbor, WA 98277
VOICE/TTY: (360) 240-4736

DSHS/DVR

126 S. Main St.
Omak, WA 98841
VOICE: (509) 826-7568
TTY: (509) 826-7335

DSHS/DVR

12001 Pacific Ave., #103
Parkland, WA 98444
VOICE: (253) 536-6165
TTY: (253) 536-6166

DSHS/DVR

228 W. 1st St., #W
Port Angeles, WA 98362
VOICE/TTY: (360) 457-2146

DSHS/DVR

2465 Bethel Rd. SE, #201
Port Orchard, WA 98366
VOICE: (360) 874-7240
TTY: (360) 874-7255

DSHS/DVR

915 Sheridan St., #201
Port Townsend, WA 98368
VOICE/TTY: (360) 379-4328

DSHS/DVR

840 SE Bishop Blvd., #101
Pullman, WA 99163
VOICE: (509) 334-3763
TTY: (509) 334-5622

DSHS/DVR

510 E. Main Ave., #G
Puyallup, WA 98372
VOICE: (253) 445-7260
TTY: (253) 840-4473

Renton WorkSource

919 Gray Way, #125
Renton, WA 98055
VOICE: (425) 205-3500
TTY: (425) 205-3508

DSHS/DVR

18000 International Blvd., #1000
SeaTac, WA 98188
VOICE: (206) 439-3703
TTY: (206) 439-3750

DSHS/DVR

12063 - 15th Ave. NE
Seattle, WA 98125
VOICE: (206) 440-2230
TTY: (206) 368-4540

DSHS/DVR

400 Mercer St., #508
Seattle, WA 98109
VOICE: (206) 273-7100
TTY: (206) 273-7119

North WorkSource

12550 Aurora Ave. N.
Seattle, WA 98133
VOICE: (206) 440-2500
TTY: (206) 440-2464

DSHS/DVR

2505 Olympic Hwy. N., #420
Shelton, WA 98584
VOICE/TTY: (360) 427-2037

DSHS/DVR

3888 NW Randall Way, #101
Silverdale, WA 98382
VOICE: (360) 698-4360
TTY: (360) 698-4362

DSHS/DVR

1313 N. Atlantic, #1000
Spokane, WA 99201
VOICE: (509) 363-4700
TTY: (509) 329-3719

DSHS/DVR

c/o Spokane Community College
1810 N. Greene
Spokane, WA 99217
VOICE/TTY: (509) 533-7345

Sunnyside WorkSource

1925 Morgan Rd.
Sunnyside, WA 98944
VOICE: (509) 836-5405
TTY: (509) 836-1130

DSHS/DVR

1949 S. State St., 1st Fl.
Tacoma, WA 98405
VOICE: (253) 983-6500
TTY: (253) 593-5942

DSHS/DVR

5411 E. Mill Plain Blvd., #16
Vancouver, WA 98661
VOICE/TTY: (360) 619-7060

DSHS/DVR

416 E. Main St., #L36-6
Walla Walla, WA 99362
VOICE: (509) 526-2590
TTY: (509) 527-4503

WorkSource Walla Walla

1530 Steven
Walla Walla, WA 599362
VOICE: (509) 527-4393
TTY: (509) 527-1834

DSHS/DVR

102 N. Wapato Ave.
Wapato, WA 98951
VOICE/TTY: (509) 877-7841

DSHS/DVR

630 N. Chelan, #B6
Wenatchee, WA 98801
VOICE/TTY: (509) 662-0439

DSHS/DVR

1002 N. 16th
Yakima, WA 98909
VOICE/TTY: (509) 225-4455

WorkSource Yakima

306 W. Division
Yakima, WA 98902
VOICE: (509) 574-0105
TTY: (509) 574-0143

WAVE



It's No Small Change!

Just Imagine It!

Money for that training program you've always wanted, or enough to cover tuition or other educational expenses for two years at any approved Washington State college or university.

WAVE is open to any Washington State high school or skills center graduating senior, or first-year community or technical college student enrolled in a career and technical education program. You could be one of the 147 winners chosen each year.

Talk to your teacher or career and technical administrator about how you can be nominated for WAVE, or go online at www.wtb.wa.gov

If you:

- Are an outstanding student in career and technical education
- Display strong leadership skills
- Actively work to improve the quality of life in your community

You could win a WAVE
(Washington Award for Vocational
Excellence) scholarship!

Check it out!

WAVE is not small change!

WASHINGTON STATE
Workforce Training and Education Coordinating Board

*Washington's Workforce Training and Education Coordinating Board
is an active and effective partnership of labor, business, and government
leaders guiding the best workforce development system in the world.*



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WASHINGTON STATE
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